

Memorandum

To : All Commissioners
and Advisory Committee

Date : August 10, 1973

From : Executive Director
: Commission on Peace Officer Standards and Training

Subject: COMMISSION MEETING

September 13-14, 1973
POST Headquarters - Conference Room
7100 Bowling Drive
Sacramento, California

September 13: 10 a.m. - 5 p.m.
September 14: 9 a.m. - 2 p.m.

AGENDA

1. Call to Order
2. Introduction of Guests
3. Approval of Minutes
4. Advisory Committee Report
 - a. Committee Activity Report
 - b. Training and Certification Requirements of Reserves
5. Administration Division
 - a. Financial and Activity Report
 - b. Budget
 - c. 1973/74 Reimbursement Projection
6. Police Standards Division
 - a. Division Status Report
 - b. State Personnel Board Validation Proposal - Status Report
 - c. City of Mc Farland - Re-entry into POST Program
 - d. Minority Recruitment

7. Education and Training Division
 - a. Certification of Courses
 - b. Department of Justice Contract Courses
 - c. Division Status Report
 - d. Project STAR
8. Technical Services Division
 - a. Center for Police Management - Status Report
 - b. Full-time (Seasonal) Employees
 - c. Crime Prevention Project
9. Planning for Future Hearings
10. Legislative Report
11. Old/New Business
 - a. Sequence Change of Commission Meetings
12. Date and Place of Next Meeting/Hearing
13. Adjournment


GENE S. MUEHLEISEN

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING
MINUTES

September 13-14, 1973
POST Headquarters
Sacramento

The meeting was called to order at 10 a.m. by Chairman Collins.
A quorum was present.

Present:

JACK G. COLLINS	- Chairman
LYELL C. CASH	- Commissioner
BEN J. CLARK	- Commissioner
JOHN FABBRI	- Commissioner
ROBERT F. GROGAN	- Commissioner
DAN KELSAY	- Commissioner
EDWIN R. MC CAULEY	- Commissioner
ROBERT S. SEARES	- Commissioner
ERIC E. YOUNGER	- Representative of the Attorney General

Absent:

LOREN W. ENOCH (Excused -- on vacation)	- Commissioner
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Also Present:

ROBERT CRESS	- Advisory Committee Member, P.O.R.A.C. Representative
GENE S. MUEHLEISEN	- Executive Director
RONALD T. ALLEN	- Special Assistant, Executive Director's Office
CARL R. BALL	- Director, Police Standards
BRADLEY W. KOCH	- Director, Technical Services
JEWELL L. ROSS	- Assistant to Executive Director
EDWARD M. TOOTHMAN	- Director, Administration
GERALD E. TOWNSEND	- Director, Education and Training
IMOGENE KAUFFMAN	- Recording Secretary

Staff Training:

Charles E. Fulbeck	- Administrative Services Officer
Dale Kelley	- Consultant, Technical Services
Ruby Inouye	- Secretary, Police Standards
Carolyn Mc Nerny	- Reimbursements
Nancy Otani	- Reimbursements
Gene Rhodes	- Consultant, Education and Training

Sherry Richardson	- Secretary, Police Standards
Bobby Sadler	- Consultant, Education and Training
Harold Snow	- Consultant, Education and Training
Dave Wallis	- Supplies
Kay Fong	- Graphic Artist, Technical Services
Lois Willman	- Secretary, Technical Services
Diane Puthuff	- Receptionist-Secretary

Visitors:

Philip Amen	- Budget Analyst, Dept. of Justice
Gilbert Baker	- Sacramento County Sheriff's Dept.
Gordon Bissegger	- Office of the Legislative Analyst
Gerald L. Brody	- Sergeant, San Bernardino Sheriff's Dept.
James W. Cameron	- Sheriff, Yolo County
Carl C. Carmichael	- Department of Finance
Don Edward	- Lieutenant, San Jose Police Dept.
Walter Fath	- Lieutenant, Orange County Sheriff's Dept.
Larry K. Gore	- Captain, San Diego Police Dept.
Darrell T. Hickman	- Captain, Berkeley Police Dept.
Glenn Horwege	- Phillips-Horwege Driving School
Charles Kane	- Sergeant, San Leandro Police Dept.
Don Kunkel	- Traffic Officer, C. H. P.
Frederic P. Lamb	- City Administrator, City of McFarland
Melvin J. LeBaron, EDD.	- Director, Center for Training and Development, U. S. C.
William Martin	- Captain, South Gate Police Dept.
Robert Phillips	- Phillips-Horwege Driving School
Jay H. Propst	- Captain, San Jose Police Dept.
Joyce Ross	- Associate Director, (C. T. D.), U. S. C.
Shelby Worley	- Lieutenant, Riverside County Sheriff's Dept.

APPROVAL OF MINUTES

MOTION by Commissioner Cash, seconded by Commissioner Fabbri, carried that the minutes of the June 14-15, 1973 commission meeting in San Diego be approved as mailed.

ADVISORY COMMITTEE REPORT

Carl Ball, Executive Secretary to the Advisory Committee, reported on the August 16, 1973 Advisory Committee meeting in San Diego. Election

of officers and re-appointments were as follows:

Chairman (1 yr.)	Jay Stroh, Chief of Police - Inglewood Police Dept. and representative of the California Chiefs of Police Association
Vice-Chairman	Jerome Lance, Lieutenant, Long Beach Police Dept. and representative of California Association of Police Training Officers
Re-appointments: (3 yr. terms)	Robert Blanchard, California Association of Administration of Justice Educators Robert Cress, Police Officers Research Association of California Jerome Lance, C.A.P.T.O. Dr. Harry More, four-year colleges

The student representative member has graduated and a vacancy exists. The Advisory Committee recommended the replacement should be a criminal justice, full-time student and, if possible, female.

Agenda items included:

- Basic Standards Revision Committee Report
- Course Evaluation Systems Report
- Training-Officer Course Development - Status Report
- Minority Recruitment Project Report
- State Personnel Board Standards Validation Study:
 - Project Units: Selection Consulting Center
 - Cooperative Personnel Services
 - Career Opportunities Development
 - Test Validation and New Programs
- Certificates of Completion - Feasibility of Discontinuing

It was directed that the Short-Term Planning Committee (Lance, Cress and Michel) study the addition of specialized courses for certification.

Next Advisory Committee meeting will be Tuesday, November 13, 1973 in Palm Springs.

Training and Certification Requirements of Reserves

Due to past requests for certification of reserve officers, at the June commission meeting the Chairman directed that the POST Advisory Committee make recommendations regarding selection and training standards for reserve officers. Research information and statistics are to be developed by staff.

Mr. Ball reported that the Advisory Committee had undertaken this assignment, but a definitive conclusion could not be reached without further research, and the findings will be presented at a future commission meeting.

Financial and Activity Report - 1972/73 Fiscal Year

Mr. Toothman reported the funds disbursed for training during F.Y. 1972/73 totaled \$10,886,888. The mandated courses used the greatest part of the funds, as shown:

<u>Course</u>	<u>Amount</u>	<u>Men Trained</u>
Basic	\$ 5,642,015	2,878
Advanced Officer	1,159,545	5,268
Supervisory	446,899	676
Middle Management	<u>537,081</u>	<u>416</u>
	\$ 7,785,540	9,238

\$7,785,540 (71%) was reimbursed for the four required courses. The balance of \$3,105,378 was for all remaining courses which include Executive Development Courses, seminars and Special/Technical Courses.

18,646 officers were trained compared to a total of 21,340 for the previous year.

A total of 7,705 trainees attended Special/Technical Courses. Largest expenditures included:

Crime Scene Investigation	\$ 289,740
Delinquency Control Institute	262,682
Disaster and Riot Control	177,450
Field Evidence Technician	110,484
Juvenile Officers	103,190

The Quarterly Activity Report and 1972/73 Fiscal Year Summary is shown as Attachment "A".

Budget Proposal - F.Y. 1974/75

The Commission was presented a detailed proposed budget based upon division programs and expenditures. Included in the proposal was the need, authority, objectives, general description, outputs and recommendations for F.Y. 1974/75. The detailed budget proposal is on file at POST Headquarters.

I. EXTENSION OF EXISTING PROGRAMSA. Education and Training - Penal Code 832 Program

These ten positions were established in November 1972 as a result of Chapter 1504, Statutes of 1971 and are scheduled to terminate June 30, 1974. This request

proposes that they become permanently authorized positions and be absorbed into the current Education and Training program in order to maintain the present level of service to local agencies.

\$179,671

B. Technical Services - Center for Police Management

This request involves a funding change between CCCJ and the Peace Officer Training Fund. When the original grant application was submitted, it was understood there would be a gradual change-over from federal to state funds. In this fiscal year, one consultant and one clerical are proposed for state funding with the remaining five positions slated for change in the third year of the grant.

32,014

C. Project STAR

This federal grant will no longer be federally funded after May 31, 1974, but will continue as a state funded project until August 31, 1974. This request is for ten months funding to implement the results achieved in the study.

87,874

(The Chairman directed staff to pursue the possibility of CCCJ funding for the implementation costs.)

Extension of existing programs cost

\$ 299,559

II. INCREASES IN WORKLOAD

A. Executive

One Stenographer II is proposed to handle workload generated in the Executive Office due to additional staff and commission workload.

\$ 9,540

B. Administration

Six clerical positions are proposed to complete additional workload in claims, reimbursements, certificates and administrative services.

44,329

Increases in workload cost

53,869

III. INCREASED LEVEL OF SERVICEA. Technical Services -
Publications Management Office

One clerical and two consultant positions are proposed to staff the Publications Management Office. This office would develop and maintain the necessary procedures, systems and manuals for the official operation of the POST internal and field programs.

\$ 58,213

B. Administration - Automated Records Study

Funds are requested to initiate a study of POST records to determine which automated records systems would best suit our needs.

10,000

C. Increased Travel

Funds are requested for additional in-state travel to allow the professional staff to conduct a higher level of field consultation.

44,672

Increased level of service

112,885

Total

\$ 466,313Personnel Recap by Classification

Executive:	Stenographer II	\$ 9,540	9,540
Administration:	Clerk Typist II (5)	43,270	
	Clerk II	8,059	
	Temporary Help	- 7,000	
	Automated Records Study	<u>10,000</u>	
			54,329
Education & Training:	Sr. Law Enf. Consultant	25,313	
	Law Enf. Consultant II (5)	116,800	
	Sr. Stenographer	10,710	
	Stenographer II	9,540	
	Clerk Typist II (2)	17,308	
Project STAR:	Sr. Law Enf. Consultant	22,001	
	Sr. Stenographer	9,594	
	Accounting Technician	7,729	
	Operating Expense	<u>48,550</u>	
			267,545

Technical Services:

Law Enf. Consultant II \$23,360

Clerk Typist II 8,654

Publications Mngt. Office

Sr. Law Enf. Consultant 25,313

Law Enf. Consultant II 23,360

Stenographer II 9,540

90,227

All Divisions:

Increased Travel

In-State \$44,67244,672\$466,313

MOTION by Commissioner Seares, seconded by
Commissioner Cash, motion carried that the
F. Y. 1974/75 Budget Proposal be approved as presented.

1973/74 Reimbursement Projection

Mr. Toothman reported that the commission policy of 100% reimbursement to local agencies for training costs had reduced the reserve of the P.O.T.F. to \$3,239,387 as of July 1, 1973. The continued program of 100% reimbursement would create a deficit by July 1974 of \$4,064,506. It was therefore necessary to re-evaluate the present policy and adjust downward the rate of reimbursement.

It was recommended that the Commission continue reimbursement at 100% for the categories of subsistence, travel, tuition and commuter allowance, and that salary alone be the factor in adjusting reimbursement. Time, based upon quarterly reimbursement periods, was also a factor to be considered.

MOTION by Commissioner Seares, seconded by Commissioner Clark, motion carried that commencing October 1, 1973 through June 30, 1974, reimbursement will be made for 60% of salary and 100% for travel, subsistence, tuition and commuter allowance. A bulletin so stating will be disseminated to all concerned jurisdictions.

It was requested by the Commission that the bulletin point out that the 100% reimbursement had been extended three months longer than was originally anticipated. It should also be stated that a proposed amended Specification 11, Reimbursement Schedule, be presented to the Commission at the January 1974 meeting for approval to go to public hearing in March 1974.

Program Review

It was the consensus of the Commission that a special meeting should be held for the purpose of reviewing all POST programs, including those mandated by the Legislature and those resulting from commission action or demand from the field. Discussion will include POST-certified course priorities and reimbursement policies. The Chairman directed that the meeting be held December 7, 1973 in Los Angeles.

POLICE STANDARDS DIVISION

Division Status Report

Mr. Ball reported that during F. Y. 1972/73, 283 compliance inspections had been made to determine if local law enforcement agencies receiving state aid, and specialized law enforcement agencies participating in the Specialized Law Enforcement Certification Program are adhering to adopted standards for recruitment and training. It is projected that 314 inspections will be made during F. Y. 1973/74.

The Management Counseling Bureau prepared 14 surveys and 5 special studies during F. Y. 1972/73 and a projected survey preparation for F. Y. 1973/74 is 15 and 4 special studies. Currently there are 24 surveys pending which will require approximately two years to complete. An increased emphasis is being placed on implementation of survey recommendations.

Attorney General's Opinion - B. A. R. T. Eligibility

Mr. Ball stated that in response to the question, "Are security officers of the Bay Area Rapid Transit District eligible for training and reimbursement under the POST Program?", the following response had been received from the Attorney General's Office. ". . . Regional transit security officers were specifically added to section 830.9, and thus apparently not thought by the Legislature to be covered by section 830.1. Therefore, it is our opinion that security officers of the Bay Area Rapid Transit District are not entitled to reimbursement and training under the POST Program."

State Personnel Board Validation Proposal - Status Report

Mr. Freeman reported that the interagency agreement with the State Personnel Board for the study of various procedures and standards used to select, evaluate, and promote law enforcement officers, had been approved. The synopsis of the study, which was mailed to all law enforcement jurisdictions, was presented to the Commission and is shown as Attachment "B".

A coordinating committee has been formed within the State Personnel Board to coordinate their efforts. Five regional meetings are planned to solicit those departments who wish to participate. Task Forces have been formed to study existing programs on Components b and d. Work will begin on all components within the next month.

City of McFarland - Reentry Into POST Program

At the June 1972 commission meeting, the city of McFarland was separated from the POST Program due to failure to comply with both the standards

of selection and training.

Mr. Fred Lamb, City Administrator of McFarland, requested that the city of McFarland be reinstated, and he appeared before the Commission to initiate this action.

MOTION by Commissioner Fabbri, seconded by Commissioner Grogan, motion carried that the following amended staff recommendation be approved:

It is recommended that the Commission reinstate the city of McFarland into the POST Program, with eligibility for POST reimbursement, certificates and services, on the following conditions:

1. That all four policemen complete the Basic Course.
2. That POST reimbursement be granted only for the basic training of Officers Giuntoli, Reynolds and Garza (recommendation was amended to include Garza with an extension of time).
3. That Sergeant Flores (Acting Chief) remedy his education deficiency by attaining a high school diploma or satisfactorily passing a G.E.D. test.

It is further recommended that these conditions be met within 12 months (from this date) except that written requests for extensions of time may be considered if the city cannot have all officers trained within the 12-month limitation.

Minority Recruitment Project - Status Report

Mr. Hunt reported on the Minority Recruitment Project which began in July 1972. There were initially two phases in the area of gathering statistics. It is now going into the third phase of offering technical assistance.

The Santa Ana pilot program was initiated in May 1973 and will last approximately six months. In conjunction with the pilot program, recruiting assistance has been initiated and is being provided to Santa Ana Police Department, Sacramento Police Department, Sacramento County Sheriff's Department, Alameda County Sheriff's Department, and a request was recently received from the San Bernardino County Sheriff's Department. The assistance is in the area of recruiter training and consists of in-house workshops covering compliance regulations, recruiting techniques, basic ideas of selection processes and strategies in the area of advertising.

Field management training for those departments has been conducted by way of trips to L. A. P. D. to observe their new recruiting program, Operation A. L. E. R. T.

A two day workshop for the Santa Ana program had been presented which was very well received, and it was determined that there would be involvement in the selection process as well as recruitment.

The Minority Law Enforcement Career Recruitment Retention and Selection Conference, a follow-up of the December 1972 conference at Emeryville, is scheduled for February 21-22, 1974 at Kellogg West. There is also planned a seminar in the Bay Area to develop a course on curriculum for future training courses for recruiters.

Mr. Hunt announced that Dr. Randy Hamilton, Dean of the Graduate School of Public Administration, Golden Gate University in San Francisco, had been recently appointed as a member of the Advisory Group.

Meeting recessed at 5:10 p.m. to reconvene Friday, September 14 at 9 a.m.

September 14, 1973

The meeting was called to order at 9:20 a.m. by Chairman Collins. Commissioner Clark was absent due to an involvement in a three-day meeting in the correctional field. Regrets were expressed. A quorum was present.

EDUCATION AND TRAINING DIVISION

Certification of Courses

Commissioner Seares, Chairman of the Course Certification Subcommittee, reported that the Committee had reviewed the certification recommendations of POST staff and approval was recommended. Exceptions and special direction are reflected in the individual commission action as follows:

MOTION by Commissioner Seares, seconded by Commissioner Kelsay, motion carried to accept the Certification Committee's recommendation to approve all staff recommendations of courses presented on the course certification agenda; exceptions are shown individually.

Special Courses

The following 8 courses, P.C. 832-Arrest and Firearms and P.C. 832.1-Aviation Security, were certified; hours, reimbursement and stipulations as shown.

	<u>Course Title</u>	<u>Hours</u>	<u>Reim. Plan</u>
California State Police	Arrest & Firearms	40	None
Canada College	" "	26 & 40	D
(Retro to 9-11-73)			
College of the Desert	" "	40	D
Mendocino Community College	" "	26 & 40	D
Oakland Police Department	" "	40	D
L. A. International Airport	Aviation Security	20	A
(Retro. 5-29-73)			
San Francisco Police Dept.	Aviation Security	20	A
(Retro. 8-16-73)			
Transportation Safety Institute	Aviation Security	40	None
(Retro. 1-1-73, approval only. Expires 1-1-74)			

Technical Courses

Orange Cnty. Sheriffs Dept.	Jail Operations	40	A
San Bernardino Cnty.			
Sheriffs Dept.	Complaint/Dispatcher	56	A
(For 1 yr. only)			
San Diego Police Dept.	Complaint/Dispatcher	120	A
(For 2 yr. only)			
Retro. to Sept. 10, 1973)			
Phillips Horwege Driving School	Advanced Driver Tng.	24	B

Extensions and Modifications of Certification

Santa Ana Community College	Advanced Driver Tng.	24	B
Cal Poly - Pomona	Training & Education		
(Reduction of Hrs. and tuition)	Officer Development	120	A
CSU, Long Beach	School Resource Officer	24	B
Long Beach Police Dept.	Complaint/Dispatcher	160	A
		(120 reimbursable)	
Orange Cnty. Sheriffs Dept.	Advanced Officer	20-120	D
UC Davis	Total Immersion		
(\$75 tuition increase)	Spanish	Varies	B
Retro to Sept. 9, 1973)			
Calif. Youth Authority	Juvenile Law Enforcement Officers Tng.	51	B
(Decrease tuition; increase meals & lodging costs)			
CSU Humboldt	Middle Management	100	E
(Reduction of hours and tuition)			

Certification Denied (Lack of demand)

Los Angeles Police Dept.	Faculty Planning and Problem Solving
Long Beach Police Dept.	Motor Officers Training
Imperial Valley College	Jail Operations
(Other offerings in vicinity)	

Transfer of Certification

Feather Fiver Police Academy to Butte College:

- a. Basic
- b. Advanced Officer
- c. P.C. 832, Arrest & Firearms

Tulare-Kings County Peace Officers' Academy to College of the Sequoias

- a. Basic
- b. Advanced Officer

Decertification

Centro Obrero Social Vocational and Language School (Inactive)	Spanish Language Training for Police Officers
Federal Bureau of Narcotics & Dangerous Drugs (No anticipated presentations)	Narcotics and Dangerous Drugs
Grossmont College (Lack of demand)	Special Problems in Accident Investigation and Detection of Drunk Drivers
Indiana University (Inactive)	Breathalyzer Supervisors and Investigators
Yuba College (Inactive for reimbursement)	Police-Community Relations

USC Center for Training and Development

Due to extensive involvement of administrative deficiencies and noncompliance with course specifications, Dr. Mel LeBaron of USC was present to address the problems. Following an in-depth discussion, there was a

MOTION by Commissioner Kelsay, seconded by Mr. Younger, motion defeated (2 ayes, 5 nays, Younger abstaining) that all certified courses at USC Center for Training and Development be suspended until such time as administrative deficiencies are corrected and there is compliance with course specifications.

The following amended motion was carried:

MOTION by Commissioner Seares, seconded by Commissioner McCauley, motion carried (Younger abstaining) that the following action be taken with respect to the USC Center for Training and Development courses:

1. Decertify the Executive Development Course, effective immediately.
2. Suspend certification of the Middle Management Course and Team Building Workshops effective October 1, 1973.
3. Based on a satisfactory presentation of the Middle Management Course scheduled to begin September 19, authorize staff to approve the presentation scheduled to begin November 5, 1973.
4. Authorize staff to approve presentations of Team Building Workshops from September 15 until the next commission meeting.
5. Suspend certification of Executive Development Seminars and Management Seminars except:
 - a. Career Development, October 10-12
 - b. Planning and Research, October 13-15.
6. Authorize staff to proceed with a statewide study to determine what the content of the Executive Development Course should be to meet current needs, including length and presentation methods.

Specific authorization was granted to develop the concept of direct contract with individuals as well as institutions to present the course.

The Executive Director stated that the authorization for individual approvals would allow staff to contact the agencies that were scheduled for various presentations and coordinate arrangements to allow training programs to be presented in accordance with POST guidelines. He further stated that this had been a cooperative effort of staff, local agencies and the Center for Training and Development and that the communication problems are rapidly being overcome.

Department of Justice Contract Courses

One of the conditions of the Department of Justice training contract for instructional services was that local agencies be allowed to participate and that there be a minimum of nonreimbursable personnel attending. Mr. Townsend reported that an examination of the first 17 course presentations indicated that an unusually high level of nonreimbursable participants had been included. These findings and concerns have been expressed to Len Silvey, Chief of the D.O.J. Training Division, and he is correcting this situation.

Division Status Report

Mr. Townsend reported on the following items pending from past commission meetings.

Attorney General's Opinion on U. C. L. A. Contract

Following the cancellation of the UCLA Community-Police Relations Training Program, a bill in the amount of \$25,000 had been received for developmental services incurred in preparation for the course. It was recommended that an Attorney General's Opinion be requested to resolve:

1. Has the Commission established a contractual relationship with UCLA and what, if any, financial obligation has the Commission incurred?
2. In the absence of a formal agreement, does the Commission enter into a contractual relationship on the basis of its correspondence or letters of intent committing salaries, benefits, and equipment, and/or vocal statements by POST staff carrying out the Commission's instructions?

Mr. Townsend reported that the opinion had been received. The conclusions are:

1. The Commission on Peace Officer Standards and Training has not established any binding contractual relationship with UCLA for the community-police relations training program referred to in the letter dated September 20, 1972 from John Fabbri, Commission Chairman, to Mr. Alex Norman of the University Extension Department of Urban Affairs.
2. Without express authority from the Department of General Services, the Commission cannot enter into any contractual relationship unless same is in writing and approved by the Department of General Services pursuant to Government Code Section 14780.

An audit of the billing from UCLA has been requested from the State Controllers Office for purposes of determining what materials are recoupable.

Systematised Evaluation Design

Mr. Townsend reported that Dr. Bruce Olson of the Modesto Regional Criminal Justice Training Center is working under contract, as approved at the last commission meeting, to develop a course evaluation system that can be computerized. This will allow a student evaluation of each presentation of each course in the State. The advisory committee for that group has been

appointed. The Department of Justice will be asked for assistance by way of utilizing their computer.

CPOA Proposal - Upgrading Community College Instructors

At the June 1973 meeting, the Commission approved the concept of the course titled "Upgrading Instructors Training Program", and authorized staff to negotiate a contract not to exceed \$5,000 with the California Peace Officers' Association for one pilot presentation.

Mr. Townsend reported that staff had not been able to complete the contract, but efforts will be continued for the pilot presentation to be available in 1974.

The Chairman directed staff to continue with efforts toward completion of the contract.

Reimbursement Program of the College Campus Police (A.B. 2205)

At the June meeting an analysis was requested on Assembly Bills 2205 and 1110 to estimate the cost of inclusion in the reimbursement program of the college campus police. Financial projections were based on rates prevailing as of September 1, 1973.

The California state colleges and universities employ 220 officers, while the University of California has 300 officers. Training cost reimbursement averages \$2,000 for the Basic Course, \$665 for the Supervisory Course, and \$1,426 for the Management Course; all three of which are required. At a 10% replacement or training rate, reimbursement would be:

Basic	\$ 104,000	(52 officers)
Supervisory	6,550	(10 sergeants)
Management	<u>7,130</u>	(5 lieutenants)

Total \$ 117,680

Reimbursement Program - Marshals (A.B. 1110)

The 28 marshals' offices in the State employ approximately 900 officers. Using the above basic information, anticipated training would be 100 per year at a total cost of \$180,000.

Project S.T.A.R. - Status Report

The Executive Director announced that a staff change had been made which rotated Otto Saltenberger and Dave Allan. Mr. Saltenberger is now Bureau Chief of the Central Bureau of the Division of Education and Training, and

Mr. Allan will be Project Coordinator for Project STAR. One of the factors involved in this rotation was that the last phase of the Project will be implementation. Mr. Allan has had broad experience in this field and will be of great assistance. Mr. Muehleisen requested the records show that, in the opinion of those who have worked with Mr. Saltenberger on Project STAR during his 1½ years as project coordinator, he has done a very outstanding job. This commendation was supported by Commissioner Fabbri speaking on behalf of the National Advisory Council.

Mr. Saltenberger reported that, based on the National Advisory Council meeting in June, a specific design for police training packages was developed and approved by the Council. Concurrently, 13 specific modules were developed which are comprised of the police training package that STAR data has evolved. Four particular modules were developed and sent to the Advisory Council and police resource group. Three specific items were defined:

- A need for certain revisions within the modules to make them more germane.
- Depth of the particular modules was not deemed to be appropriate; more work needed to be done.
- The selection of a particular site for demonstration of the final modules was determined to be the Modesto Regional Criminal Justice Training and Resource Center, and the approval of a particular adjunct to the group, primarily in the education and training resource group, was approved.

At the October 23-24 meeting it was determined that a prototype should be developed -- one single module or one part of the total police package. This was done, and the module is being presented at the Riverside Sheriff's Training Academy. This particular prototype module will be used to formulate the remainder of the 12 modules which comprise the police package. The total police package will then be sent to the Advisory Council and resource group for final approval. It will be demonstrated at the Modesto Regional Criminal Justice Training Center.

Two products have come out of the Project which are presently being edited. One is the Impact of Social Trends on Crime in Criminal Justice, and the other is the Criminal Justice Roles, Tasks and Performance Objectives. L.E.A.A. has agreed to publish the documents that emanate from the Project. Inasmuch as commission action had been taken previously which stated that no documents would be disseminated without prior approval of the Commission, Mr. Saltenberger sought direction regarding future policy on distribution of Project STAR publications.

MOTION by Commissioner Seares, seconded by Commissioner Younger, motion carried that the Executive Director and Commissioners Ben Clark and John Fabbri should act on behalf of the full Commission in publication distribution approval.

Staff Discretion in Modifying Certified Courses

With the increase to 470 in the number of courses that have been certified as of this year, as contrasted to 287 in 1970, it appeared desirable that authority be delegated to permit staff to meet training course problems of an emergency nature. A proposed memo was presented on the subject of "Staff Discretion in Modifying Certified Course."

MOTION by Commissioner Younger, seconded by Commissioner Fabbri, motion carried that the suggested Management Memo be approved which requested that staff discretion may be used in modifying certified courses without prior commission approval in specified instances.

It was requested that the phrase "at the request of the agency" be included in the memo. (Management Memo 73-15)

TECHNICAL SERVICES DIVISION

Center for Police Management - Status Report

In accordance with the requirements of the Center for Police Management grant, staff has completed a list of project priorities from which research will be conducted. Priorities were determined from the results of a questionnaire sent to all law enforcement agencies in the State, other criminal justice agencies both in the State and nationally, as well as from staff input.

Project work schedules have been established and personnel assigned to the following top four priority areas:

1. POST-PAR Evaluation System
Initial Development - Organization
2. Use of Statistical Data
 - a. Management Control
 - b. Crime Control
- Manpower Distribution Procedures - Deployment
3. Directives and Manuals System
4. Crime Prevention Programs

Full-Time (Seasonal) Employees

As directed by the Commission, staff had prepared a study to determine whether full-time, paid, seasonal employees hired by local law enforcement agencies for general law enforcement work require special training consideration by the Commission. A survey questionnaire was developed and disseminated to 347 police and 58 sheriffs' agencies to determine the extent of this training need. A 100% response was received.

Fifteen police departments indicated they hired a total of 61 full-time, sworn seasonal employees. Ten sheriffs' departments reported they hired a total of 42 seasonal employees. The majority indicated they hire seasonal employees to augment their normal, regular force during peak vacation seasons.

MOTION by Commissioner Younger, seconded by Commissioner Kelsay, motion carried to suspend discussion on the issue of training the classification of full-time (seasonal) employees as the report appeared to indicate that it was not a problem.

Crime Prevention Project - Status Report

Mr. Koch reported that Technical Services Division had been assigned the preparation of a proposal, in conjunction with the Attorney General's Crime Prevention Unit, requesting \$95,000 in federal funds from CCCJ. Representatives from the Technical Services staff had met with the Crime Prevention Unit and the proposal was prepared. It was submitted to CCCJ September 11, 1973. The proposed grant calls for two institutes to be presented in California. The curricula for these institutes will be prepared in the first 10 months of the grant, and the institutes presented in the last two months of the grant. It is anticipated the grant will be awarded by December 1973.

Planning for Future Hearings

MOTION by Commissioner Kelsay, seconded by Commissioner Younger, motion carried that the following schedule for future hearings be adopted:

1. Reimbursement changes, as approved by commission action shown on page 7, shall be handled administratively for the remainder of this fiscal year through an information bulletin disseminated to all jurisdictions. Effective date of the reimbursement change is October 1, 1973.
2. Proposed amended Specification 11, Reimbursement Schedule, shall be presented at the January 1974 commission meeting for approval as a future hearing agenda item.

3. Notice of Hearing on proposed amended Specification 11 to be mailed to all interested parties, February 15, 1974.
4. Public hearing in Sacramento followed by commission meeting for testimony consideration and final action, March 15, 1974.
5. Effective date of amended Specification 11; July 1, 1974.

Legislative Report

Mr. Townsend reported on the following current legislative bills which relate to law enforcement and POST:

Assembly

A. B. 1110 (Dixon) - Marshals of Municipal Court

Adds peace officer members of marshals' departments of municipal courts to list of police personnel for purposes of peace officer programs provided by POST.

Staff Recommendation: Oppose (Vetoed by Governor)

A. B. 1640 (Lewis) - Public Schools: Driver Instruction.

Increases from \$4 to \$5 the penalty assessment for offenses involving violations of specified provisions re vehicles and to augment the Peace Officer Training Fund to the extent designated in Section 42052.

Staff Recommendation: Support (Passed)

A. B. 1670 (Crown) - Law Enforcement

Requires Commission on POST to prepare and submit to Legislature, Governor, and Department of Justice, by specified dates, preliminary and final English and Spanish drafts of a guidebook aimed at expressing mutual obligations of police and citizens and improving relations between police and citizens.

A preliminary draft guidebook shall be submitted in both English and Spanish to the Legislature, the Governor, and the Department of Justice within six months after the effective date of this section, and a final draft shall be submitted within nine months after the effective date of this section.

Staff Recommendation: Oppose. If POST is required to complete, other funding must be provided.

A.B. 1729 (Crown) - Allocation to Local Agencies

Appropriates \$1,500,000 from General Fund without regard to fiscal years to the Commission on POST for allocation to local agencies for equipment for law enforcement agencies.

Staff Recommendation:

No Position

MOTION by Commissioner Younger, seconded Commissioner Kelsay that staff be directed to oppose legislative efforts that would cause the Commission to be involved in the process of distributing equipment to law enforcement in California.

Mr. Townsend explained that as far as this particular piece of legislation was concerned it is an appropriation bill, only. If monies are appropriated, Sections 50801 and 50802 of the Government Code have been law for two years and POST would be obligated to administer it.

AMENDED MOTION carried that POST oppose all future legislation requiring the administering of any type of service involving the disposition of equipment.

A.B. 2134 (Crown) - Peace Officer Training

Would require local agencies to provide 80 hours of paid training every two years for every officer. Require a sabbatical of one semester or one quarter for each officer after five years' service and every five years thereafter. (POST requested to make a cost analysis.)

Disposition: Held for interim study.

A.B. 2135 (Crown) - Peace Officers

Requires specified persons first employed after January 1, 1975 to complete a course of training approved by the Commission on POST before exercising peace officer powers, except while participating in an approved training program. Adds Section 832.3 to the Penal Code.

Disposition: Passed, Chapter No. 477

A.B. 2136 (Crown) - Peace Officers

Requires specific peace officers first employed after January 1, 1974 to obtain the basic certificate issued by the Commission on POST within 18 months of employment in order to continue exercising peace officer powers beyond the 18-month period. Adds Section 832.4 to the Penal Code.

Disposition: Passed, Chapter No. 478

A. B. 2205 (Knox) - Peace officer training

Includes the University of California, and California State University and Colleges, in provisions for rules governing standards for peace officers and eligibility provisions for peace officer training subventions.

Staff Recommendation: Oppose (Commissioner Younger requested the record shows he was not in opposition to this bill.)

Disposition: Passed, Chapter No. 1075

Senate

S. C. R. 39 (Richardson) - Peace officer training

Recommends that the Commission on POST include state correctional officers in their Specialized Law Enforcement Officer Certification program, use criminal justice regional training systems approved by the Commission for such training of state correctional officers where appropriate, and form a Correctional Advisory Committee to assist in the establishment of standards for such training of correctional officers.

Staff Recommendation: Information.
Support if S. B. 705 does not move.

It was the consensus of the Commission that commission support should be conditioned upon a funding provision for administrative costs.

MOTION by Commissioner McCauley, seconded, Commissioner Fabbri, motion carried that the Commission on POST is supportive of all training programs; however, the Commission can support only those legislatively mandated programs which include funding provisions.

S. B. 705 (Nejedly) - Commission on Corrections

Creates a Commission on Correctional Standards and Training.

Staff Recommendation: Support (per prior commission action)

Disposition: Vetoed by Governor

S. B. 1152 - (Lagomarsino) - Public Safety Agency

Includes the Commission on POST as a unit within the proposed State Public Safety Agency.

In response to a request by the Executive Director that S.B. 1152 called for an emergency decision by the Commission, Chairman Collins appointed a POST Legislative Sub-Committee to act on behalf of the full Commission with regard to S.B. 1152. Because the legislative year closes September 15, there was not sufficient time to wait until the September 13-14 meeting. Authority for the appointment of a committee of this nature was authorized at the commission meeting of February 27, 1970.

The committee consisted of Robert Grogan, Chairman, Commissioners Ben Clark, Loren Enoch and John Fabbri. The committee met on August 22 and were briefed by staff and Colonel Anthony L. Palumbo, Governor Reagan's Legislative Advocate for S.B. 1152. The committee endorsed the concept of S.B. 1152, with the following proposed amendments:

1. Add new Government Code Section 14505 as follows:

To assure local government of the continued independence of the Commission on POST, the Commission shall be deemed to be a department within the Executive Branch of State Government, but the control or direction of any officer or employee of the Executive Branch as stated in Section 14504 shall not take precedence to the express powers of the Commission established in Part 4, Title 4, Chapter 1 of the California Penal Code.

2. Add new subsection to Government Code Section 11552 as follows:

(y) Executive Director, Commission on POST.

MOTION by Commissioner Seares, seconded Commissioner Kelsay, motion carried that the Commission ratify the action directed by the POST Legislative Sub-Committee, to endorse the concept of the Public Safety Agency which includes the Commission on POST as an integral part of the Agency with inclusion of the above-mentioned amendments.

Further, the Commission is aware of the urgency of this legislation and offers to assist in implementing the suggested amendments to the bill and to support the amended bill.

OLD/NEW BUSINESS

Sequence Change of Commission Meetings

To permit the submission of complete quarterly and fiscal reports after the close of each reimbursement period, a sequence change in the scheduling of

future commission meetings was submitted.

The Commission approved that future meetings be scheduled during the latter part of the months of January, April, July and October commencing in 1974.

Request from Yolo County - Reopening of the Seniority Clause

Inasmuch as Yolo County Sheriff's Department had only recently joined the POST Program, a request from James Cameron, Sheriff of Yolo County, had been received requesting a reopening of the seniority (grandfather) clause for the benefit of that department. Sheriff Cameron appeared before the Commission to pursue this request.

During discussion it was established that no officer had ever been blanketed in under a "grandfather" clause and received a certificate solely on the basis of his agency entering the POST program. It was also stated that the prior action of the Commission to permanently terminate the seniority clause was supported by the California Peace Officers' Association and other representative law enforcement groups consulted.

MOTION by Commissioner Cash, seconded Commissioner McCauley, motion carried that the request of the Yolo County Sheriff's Department to reopen the seniority clause be declined.

Solano County Drug Abuse Council - Eligibility for Reimbursement

An Attorney General's Opinion had been requested as to whether the Solano County Drug Abuse Council is eligible to receive reimbursement funds from the Peace Officer Training Fund for the training of law enforcement officers of that Bureau. It was reported that the Opinion had been received and stated in part ". . . All law enforcement officers or inspectors of the Solano County Drug Abuse Bureau are in fact deputy sheriffs of Solano County. Assuming the appropriate resolution has been passed by the Solano County Board of Supervisors, POST Regulations do not pose an obstacle to reimbursement. As a deputy sheriff is doubtless a member of that office, training for the inspectors of the Drug Abuse Bureau (who are all deputy sheriffs) should certainly qualify for reimbursement."

Election of Officers

Commission policy has been that there be an election of officers at the last meeting of each year. Inasmuch as the next regular commission meeting is scheduled in January 1974, it was the consensus of the commission that the election of officers for 1974 will be held on December 7, 1973 as a part of the special POST program review meeting.

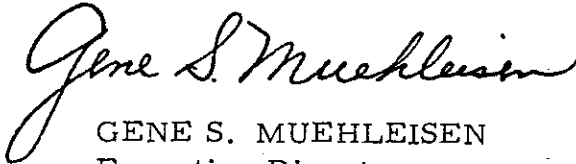
DATE AND PLACE OF NEXT MEETING

Chairman Collins announced that the next regular meeting of the Commission will be January 17-18, 1974 in Southern California. Exact location will be announced at a later date.

ADJOURNMENT

There being no further business, the meeting was adjourned at 1:30 p.m.

Respectfully submitted,

A handwritten signature in cursive script, reading "Gene S. Muehleisen". The signature is written in dark ink and is positioned to the left of the printed name and title.

GENE S. MUEHLEISEN
Executive Director

Memorandum

To : Executive Director

Date : August 28, 1973

Administration Division
 From : Commission on Peace Officer Standards and Training

Subject: QUARTERLY ACTIVITY REPORT AND 1972/73 FISCAL YEAR SUMMARY
 April 1, - June 30, 1973

The following activities occurred in the Claims Audit Unit for the fourth quarter:

COURSE	AMOUNT OF REIMBURSEMENT			NUMBER OF MEN		
	Prev. Qtrs. Totals	Fourth Quarter	Total F.Y. Amount	Prev. Qtrs. Totals	Fourth Quarter	F.Y. Total
Basic	\$2,551,483.75	\$3,090,531.85*	\$5,642,015.60	1,294	1,584	2,878
Advanced Officer	484,433.03	675,112.56	1,159,545.59	2,268	3,000	5,268
Supervisory Course	159,753.02	287,146.53	446,899.55	235	441	676
Supervisory Seminar	-0-	49,894.64	49,894.64	-0-	167	167
Middle Management Course	119,494.78	417,587.19	537,081.97	93	323	416
Middle Management Seminar	56,621.89	341,936.93	398,558.82	161	915	1,076
Executive Development Course	-0-	133,771.18	133,771.18	-0-	88	88
Executive Development Seminar	10,768.28	153,278.57	164,046.85	22	350	372
Subtotal	\$3,382,554.75	\$5,149,259.45	\$8,531,814.20	4,073	6,868	10,941

*For explanation see page 7.

-1-

Attachment "A"

COURSE	AMOUNT OF REIMBURSEMENT				NUMBER OF MEN		
	Prev. Qtrs.	Fourth	Total F.Y.	Prev. Qtrs.	Fourth	F.Y.	
	Totals	Quarter	Amount	Totals	Quarter	Total	
Technical or Special Courses:							
Administrative Analysis for Police Personnel	\$ 4,836.14	\$ 11,542.27	\$ 16,378.41	8	18	26	
Advanced Accident Investigation	22,142.04	17,066.12	39,208.16	110	110	220	
Advanced Auto Theft Investigation	-0-	3,789.94	3,789.94	-0-	12	12	
Advanced Community-Police Relations	-0-	15,299.40	15,299.40	-0-	34	34	
Advanced Criminal Investigation	1,051.20	156.40*	1,207.60	2	-0-	2	
Advanced Driver Training	-0-	26,256.44	26,256.44	-0-	107	107	
Advanced Investigation for Coroners Case	8,369.15	3,269.56	11,638.71	17	6	23	
Advanced Latent Fingerprint School	484.12	6,889.67	7,373.79	2	31	33	
Advanced Patrol & Special Enforcement Training	-0-	11,460.80	11,460.80	-0-	21	21	
Auto Theft Investigation	-0-	13,024.79	13,024.79	-0-	44	44	
Basic Car Plan Leadership Course	-0-	9,179.76	9,179.76	-0-	54	54	
Basic Narcotic Enforcement	955.20	39,744.96	40,700.16	2	70	72	
Boating Safety Enforcement	5,788.94	5,045.55	10,834.49	20	16	36	
Bombing Matters	-0-	684.90	684.90	-0-	5	5	

*For explanation see page 7.

AMOUNT OF REIMBURSEMENT

NUMBER OF MEN

COURSE	Prev. Qtrs. Totals	Fourth Quarter	Total F.Y. Amount	Prev. Quarters Fourth F.Y. F.Y.			
				Total	Stats	Quarter	Total
Technical or Special Courses:							
Breathalyzer Course	472.97	1,028.03	1,501,001.00	8	8	20	28 28
California Civil Disorder Management	17,250.14	26,618.07	43,868,218.21	116	116	177	177 293 293
Civilian Supervisory School	-0-	4,809.60	4,809,609.60	-0-	-0-	25	25 25 25
Communication Dispatcher School	4,075.20	8,622.40	12,697,607.60	7	7	15	15 22 22
Community-Police Relations	90,356.63	50,580.13	140,936,766.76	313	313	204	204 517 517
Crime Scene Investigation (Plan B)	132,472.01	157,268.93	289,740,940.94	180	180	212	212 392 392
Crime Scene Investigation (Plan D)	3,832.08	6,753.90	10,585,985.98	26	26	33	33 59 59
Criminal Intelligence Data Analyst*	-0-	3,257.75	3,257,757.75	-0-	-0-	23	23 23 23
Criminal Intelligence Data Analyst Workshop*	332.00	369.24	701,241.24	5	5	4	4 9 9
Criminal Intelligence Data Collectors**	806.00	150,206.36	956,206.20	17	17	3	3 20 20
Criminal Investigation	20,523.44	17,802.64	38,326,086.08	69	69	61	61 130 130
Criminal Justice Information Systems	6,020.10	28,151.32	34,171,421.42	27	27	126	126 153 153
Delinquency Control Institute	103,987.80	158,694.51	262,682,312.31	32	32	48	48 80 80
Detective School	15,489.38	12,151.20	27,640,581.20	53	53	42	42 95 95

*Prior to March 15, 1973, was certified as Organized Crime Intelligence Analyst Course and Analyst Workshop, respectively.

**Prior to March 15, 1973, was certified as Organized Crime Intelligence Collectors Course.

COURSE	AMOUNT OF REIMBURSEMENT			NUMBER OF MEN		
	Prev. Qtrs. Totals	Fourth Quarter	Total F.Y. Amount	Prev. Qtrs. Totals	Fourth Quarter	F.Y. Total
Technical or Special Courses:						
Disaster & Riot Control	84,439.59	93,011.37	177,450.96	320	362	682
Driver Training	47,557.42	35,068.04	82,625.46	441	332	773
Evidence Workshop	6,588.80	3,559.40	10,148.20	27	14	41
Family Crisis Intervention	-0-	50,222.28	50,222.28	-0-	276	276
Field Command Post Cadre School	-0-	30,669.48	30,669.48	-0-	160	160
Field Evidence Technician	19,500.80	90,984.09	110,484.89	25	140	165
Field Management Training	-0-	6,752.61	6,752.61	-0-	47	47
Field Probation Training	19,659.45	-0-	19,659.45	49	-0-	49
Fingerprint School	2,849.12	2,485.60	5,334.72	12	10	22
Firearms Instructors Course	7,203.99	6,133.00	13,336.99	22	20	42
Homicide Investigation	14,323.18	650.95	14,974.13	24	1	25
Jail Management	-0-	7,511.08	7,511.08	-0-	28	28
Jail Operations	5,988.15	85,156.49	91,144.64	22	323	345
Juvenile Crisis Intervention	20,063.60	43,209.63	63,273.23	56	123	179
Juvenile Law Enforcement Officer	1,644.66	11,519.64	13,164.30	9	65	74
Juvenile Officers	87,398.60	15,792.00	103,190.60	268	51	319

AMOUNT OF REIMBURSEMENT

NUMBER OF MEN

<u>COURSE</u>	<u>Prev. Qtrs.</u>		<u>Fourth Quarter</u>	<u>Total F.Y.</u>		<u>Prev. Qtrs.</u>		<u>Fourth Quarter</u>	<u>F.Y.</u>	
	<u>Totals</u>			<u>Amount</u>		<u>Totals</u>			<u>Total</u>	
Technical or Special Courses:										
Juvenile Program Management Institute	47,247		1,028.03	1,501.00		8		20	28	
California State Police	-0-		7,838.10	7,838.10		-0-		39	39	
Law Enforcement Legal Education	10,765.68		44,259.20	55,024.88		144		225	269	
Law of Search & Seizure School	-0-		1,394.40	1,394.40		-0-		13	13	
Motorcycle Training School	45,966.38		42,189.19	88,155.57		69		58	127	
Municipal Jail & Property Course	90,384.02		53,770.00	143,770.00		303		204	507	
Narcotics & Dangerous Drugs (Plan B)	117,089.07		154,946.33	222,035.40		122		216	338	
Organizational Development (Plan D)	3,000.00		13,500.00	16,500.00		16		129	145	
P.C. 832 - Arrest & Firearms Analyst*	202.00		21,473.37	21,675.37		-01		36	37	
Police School Resource Officer Analyst Workshop	-0-		18,892.17	18,892.17		-0-		136	136	
Police Training Officer	12,267.97		18,001.50	30,269.47		5		4	9	
Criminal Intelligence Data						21		36	57	
Practical Investigative Case	2,629.59		4,578.89	7,208.48		14		28	42	
Protective Services Training	30,592.00		12,757.72	32,759.72		-09		37	137	
Spanish, Total Immersion	4,990.35		813.00	5,803.35		11		2	13	
Specialized Surveillance				34,171.42		27		126	153	
Equipment	19,603.37		1,494.25	211,097.62		45		47	52	
Special Problems in Accident Investigation & Detection of Drunk Drivers	6,309.90		-0-	6,309.90		19		-0-	19	

COURSE	AMOUNT OF REIMBURSEMENT			NUMBER OF MEN		
	Prev. Qtrs. Totals	Fourth Quarter	Total F.Y. Amount	Prev. Qtrs. Totals	Fourth Quarter	F.Y. Total
Technical or Special Courses:						
Team Building Workshop*	18,000.00	33,000.00	51,000.00	168	316	484
Traffic Control Course	3,353.40	17,905.80	21,259.20	13	72	85
Traffic Program Management Institute	8,130.29	19,262.73	27,393.02	21	53	74
Training & Education Officer Development	-0-	30,663.99	30,663.99	-0-	29	29
Vice School	17,312.90	17,434.06	34,746.96	61	60	121
Weaponless Defense & Baton Instructors	10,629.03	-0-	10,629.03	17	-0-	17
Workshop on the Mentally Ill	-0-	5,625.70	5,625.70	-0-	35	35
Subtotal Technical/Special Courses	\$ 926,711.83	\$1,432,194.54	\$ 2,358,906.37	2,831	4,874	7,705
Subtotal Other Courses	3,382,554.75	5,149,259.45	8,531,814.20	4,073	6,868	10,941
Subtotal All Courses	\$4,309,266.58	\$6,581,453.99	\$10,890,720.57	6,904	11,742	18,646
Less Audit Adjustments	- 4,030.46	-0-	- 4,030.46			
Other Course Adjustments	+ 198.28	-0-	+ 198.28			
TOTAL ALL COURSES	\$4,305,434.40	\$6,581,453.99	\$10,886,888.39	6,904	11,742	18,646

*Prior to March 15, 1973, was certified as Human Development Clinic.


The totals for the following courses showed adjustments to the processed claims for the fourth quarter:

	<u>Total Processed</u>	<u>Adjustment</u>	<u>Adjusted Total</u>
BASIC COURSE Merced	\$3,090,481.85	(+) \$ 50.00	\$3,090,531.85
ADVANCED CRIMINAL INVESTIGATION Fortuna	-0-	(+) \$156.40	\$ 156.40

The total number of claims processed for the 1972/73

In the fourth quarter a total of 3,231 claims were processed. They were not included in this report. Further payment of claims for the 1972/73 Fiscal Year will be shown in the first quarter report of 1973/74 Fiscal Year.

For the 1972/73 Fiscal Year there are additional claims to be processed which are not included in this report. Further payment of claims for the 1972/73 Fiscal Year will be shown in the first quarter report of 1973/74 Fiscal Year.


Edward M. Toothman
Director
Administration Division



10



CALIFORNIA STATE PERSONNEL BOARD

901 CAPITOL MALL • SACRAMENTO 95814



Board Members

NITA ASHCRAFT
MAY LAYNE DAVIS
SAMUEL J. LEASK
ROBERT M. WALD
FRANK M. WOODS

RICHARD L. CAMILLI
Executive Officer

To: Local law enforcement agencies

Date: August 27, 1973

From: State Personnel Board
Project Steering Committee
Karl Grossenbacher, Employment Services Division
George Lloyd, Cooperative Personnel Services
Stephen Wollack, Selection Consulting Center

Subject: POST/SPB Selection
Study

The Commission on Peace Officer Standards and Training has contracted with the California State Personnel Board for a study of various procedures and standards used to select, evaluate, and promote law enforcement officers. The study will consist of six components in the following areas:

- a. Validation of POST's selection requirements
- b. Job analysis for promotional classes
- c. Entry-level oral interviews
- d. Model career ladders for para-professionals
- e. Identifying operational performance criteria
- f. Validation of a physical performance test

The study will be conducted by four units of the State Personnel Board; the Selection Consulting Center, Employment Services Division, Career Opportunities Development, and Cooperative Personnel Services during the period August 1973 through August 1974.

The Selection Consulting Center is responsible for the following three components of the study:

- a. Validation of POST's selection requirements - a review and evaluation of selection standards, such as educational level, physical requirements, and other potentially disqualifying personal history or background factors used by law enforcement agencies in California; a determination of whether these procedures and standards are job related; recommendation of what minimum standards of personal fitness and background should be applied by law enforcement agencies.
- e. Identifying operational performance criteria - an analysis of methods and criteria utilized for assessing the performance and success of peace officers to serve as the basis for development of improved performance evaluation procedures and standards. Some aspects of this component will be conducted in conjunction with the Employment Services Division.

- f. Validation of a physical performance test - a study of job-related physical requirements which can be examined by athletic tests; development of an athletic examination which can be used by local law enforcement agencies.

The Selection Consulting Center has worked closely with police departments across the State to develop a consortium of 85 departments which are currently participating in a validation study of written entry-level law enforcement selection tests. The Center intends to use this organization and the identified Project Coordinators, as appropriate, in components a, e and f. Regional meetings of the coordinators may also be used to present information on other components of the POST/State Personnel Board Selection Study.

Employment Services Division will use a small group of preselected agencies in initial project work on component c, which is described below. These agencies will be contacted in the near future.

- c. Entry-level oral interviews - an analysis of those job-related behaviors and characteristics which may be explored through personal interview; development of personal interview standards and techniques; preparation of a manual on employment interviewing of police officer candidates for distribution to local agencies.

Cooperative Personnel Services, a consulting unit for local government agencies, and the Career Opportunities Development Unit of the State Personnel Board will cooperatively conduct the component described below.

- d. Model career ladders for para-professionals - a review of recruiting and job restructuring projects and programs to provide material on successful approaches to local jurisdictions; development of model job restructuring and career ladder plans, if appropriate.

Cooperative Personnel Services and the Career Opportunities Development Unit will initially review known programs of job restructuring and model career ladders, and any agencies having such programs in the law enforcement area are urged to contact Cooperative Personnel Services at the address provided below. A small number of selected agencies will be invited to participate in this component.

Cooperative Personnel Services is also responsible for component b.

- b. Job analysis for promotional classes - preparation of a job analysis of Sergeant, Lieutenant, and Captain level positions in law enforcement agencies in California as a basis for the preparation of job-related promotional examinations.

Cooperative Personnel Services will conduct job audits in a sample of law enforcement agencies. This will be followed by a questionnaire administered to selected positions in a large number of departments. Any department wishing to participate in component b should provide Cooperative Personnel Services with the name of a contact person to set up audits or facilitate the completion of

questionnaires. This information should be sent to the address provided below and must be received by September 14, 1973, in order to include your agency in this study component. The contact person designated for component b may also be contacted concerning information or assistance needed for other components of the study.

POST/State Personnel Board Selection Study
Cooperative Personnel Services
1217 H Street
Sacramento, Ca 95814

Each component of the study is designed to provide a useful product for local law enforcement agencies. Your cooperation and assistance to State Personnel Board staff will be greatly appreciated and serve to assure the applicability of the study to all law enforcement agencies in California.

11-11-11

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

General Program Goals and Objectives

The Commission on Peace Officer Standards and Training is responsible for the administration of a program to raise the level of competence of local law enforcement officers and to provide such other services as may be prescribed by law. Within the framework of laws set forth in Sections 13500 through 13523 Penal Code, the Commission:

- a. Establishes minimum standards for the selection of peace officers in agencies that enter the program. (Section 13510, Penal Code)
- b. Establishes minimum standards for their training.
(Section 13510, Penal Code)
- c. Provides a management counseling service to local law enforcement jurisdictions. (Section 13513, Penal Code)
- d. Develops and implements programs to increase the effectiveness of local law enforcement officers (Section 13503. - (E) Penal Code)
- e. Administers a financial support program to reimburse qualifying law enforcement agencies for part of the cost of training their officers. (Section 13523, Penal Code)
- f. Makes inquiries as necessary to determine that every city, county and district receiving state aid pursuant to the law is adhering to the standards for recruitment and training established by the Commission.
(Section 13512, Penal Code)

The Commission receives and apportions revenue that is generated from penalty assessments added on to criminal and traffic fines. (Section 13521, Penal Code)

42050 VC

The Peace Officers Training Fund is exclusively for the costs of administration and grants to qualifying agencies as specified in Part 4, Title 4, Chapter 1, California Penal Code. (Section 13520, Penal Code)

To summarize, the primary objective of POST is to assist local government in providing an effective professional police service to the citizens of this State.

Executive Director's Office

The Executive Director is responsible to the Commission for the direction and control of all POST activities. This section relates to the function of the Executive Director and staff and in this report is referred to as the Executive Office.

Need

The administration of a statewide program involving over 600 city, county and specialized peace officer jurisdictions and state agencies, and the annual allocation of nearly \$11,000,000 in reimbursements to local government requires competent management.

Authority

Chapter 1823, Statutes of 1959, Chapter 1305, Statutes of 1968; Sections 13500 through 13523 Penal Code.

Objectives

To provide administrative direction and control over programs authorized by the Commission and programs mandated by law and to meet such program objectives in the most efficient and economical manner possible.

General Description

The Executive Director directs and controls the overall operations of the agency. He, personally, and his immediate staff members, must communicate with chiefs, sheriffs, academic administrators, legislators and others to promote continued support for the mission and programs of POST. He serves on working committees or as an advisor in organizations such as the California Peace Officers' Association, California Council on Criminal Justice, the Attorney General's Advisory Commission on Community Police Relations, the FBI Law Enforcement Training Advisory Committee, the National Commission on Criminal Justice Standards and Goals, and has appeared to testify before legislative committees, peace officer associations, foundations funding police programs, educational and training groups, citizens' committees concerned with law enforcement problems, city councils, boards of supervisors, criminal justice planning boards and others. He is the immediate past president of the National Association of State Directors of Law Enforcement Training (NASDLET) and is an active advisor to many state training councils and POST counterparts.

Operationally, four Assistant Directors are assigned as managers of the Divisions and are accountable to the Executive Director for the administration of the programs of their units. The Commission's policies and decisions are established at public meetings and hearings and are implemented by staff under the direction of the Executive Director. The programs of POST are all a consequence of Commission action and often follow mandates of the Legislature. Details of programs are included under the sections of this report related to the Administration, Education and Training, Police Standards, and Technical Services Division.

Personnel

A minimal number of personnel in the Executive Office is required to carry out the details of administrative review, inspection, control, correspondence, completed staff work, and personal communication with those who call upon the office for a response each year. The Executive Director, relieved of many administrative details, can then function as the executive officer of the agency.

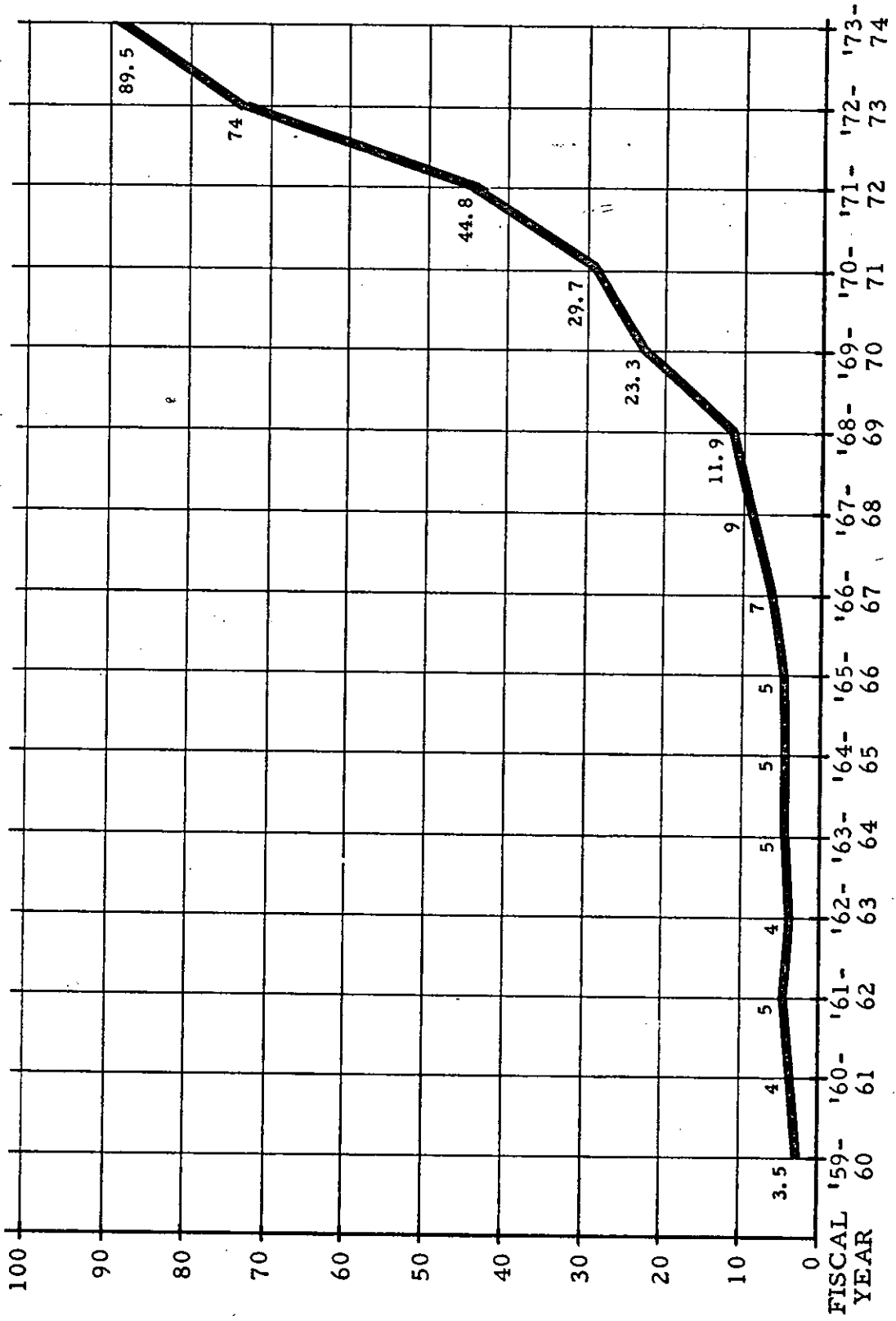
The Executive Office staff during the current fiscal year is comprised of the following:

Commission on Peace Officer Standards and Training

EXECUTIVE OFFICE

EMPLOYEES: NUMBER OF POSITIONS* AUTHORIZED

1959 - 60 THROUGH 1973 - 74



* FULL TIME EQUIVALENT POSITIONS

Executive Director	1
Assistant to the Executive Director (Senior Law Enforcement Consultant)	1
Special Assistant, Executive Director's Office (Law Enforcement Consultant II)	1
Secretary to the Executive Director and Recording Secretary for the Commission (Secretary I)	1
Secretary to the Executive Assistants (Stenographer II)	<u>1</u>
Total	5

One additional Stenographer II has been requested for fiscal year 1974-75.

Cost

The cost of Executive Office program is included in the Administration section of the budget and is not ordinarily segregated. The estimated expenditures for the last fiscal year are:

Estimated Expenditures: 1972-73

	<u>Administrative</u>	<u>Executive Office</u>
Salaries and Wages	\$147,464	\$59,732
Staff Benefits	<u>17,224</u>	<u>6,977</u>
Total, Personal Services	\$164,688	\$66,709
Operating Expenses	<u>\$ 90,414</u>	<u>\$39,053</u>
Total:	\$255,102	\$105,762

Output

The output of the Executive Office may be described as the output of the agency.

Commission on Peace Officer Standards and Training

HISTORY

- *LONG RANGE GOAL OF THE CALIFORNIA POLICE*
 - *VOLLMER 1916*
 - *FIRST DEGREE COURSE - SAN JOSE 1930*
 - *WICKERSHAM COMMITTEE 1931*
 - *DEPARTMENT OF EDUCATION - P.O.T. 1935/36*
 - *C.P.O.A. 1945*
 - *PORAC 1953*

● MANDATORY TRAINING BILL FAILED 1957

- OPPOSED - "HOME RULE PRINCIPLE"
- NO FUNDS

● ESTABLISHED BY LEGISLATURE 1959

- VOLUNTARY
- REIMBURSEMENT
- STRONG TEAM EFFORT
 - ▶ CITIES and COUNTIES
 - ▶ GOVERNOR, ATTORNEY GENERAL
 - ▶ EDUCATORS - COMMUNITY COLLEGES
 - ▶ POLICE ASSOCIATIONS
 - ▶ A.C.L.U.

POST OBJECTIVES

I. TO RAISE LEVEL OF COMPETENCE OF LOCAL
LAW ENFORCEMENT OFFICERS BY:

- ESTABLISHING MINIMUM SELECTION STANDARDS
- ESTABLISHING MINIMUM TRAINING STANDARDS
- PROVIDING MANAGEMENT CONSULTING
- PROVIDING A RESOURCE CENTER
- PROVIDING SPECIAL PROGRAMS
- PROVIDING RESEARCH

PROGRESS

1960

72

9,300,000

62%

1973

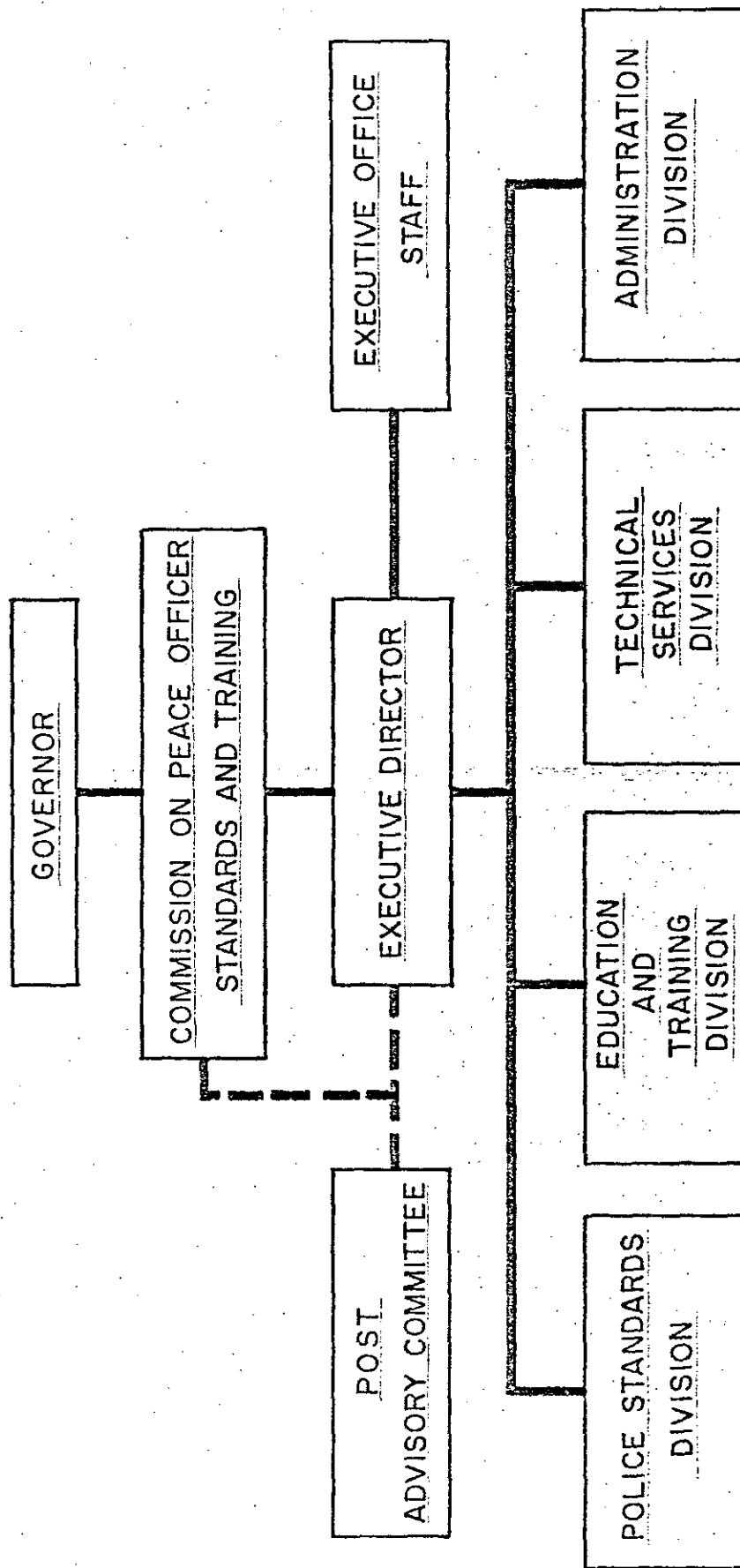
381

20,168,117

99.8%

Commission on Peace Officer Standards and Training

ORGANIZATION CHART

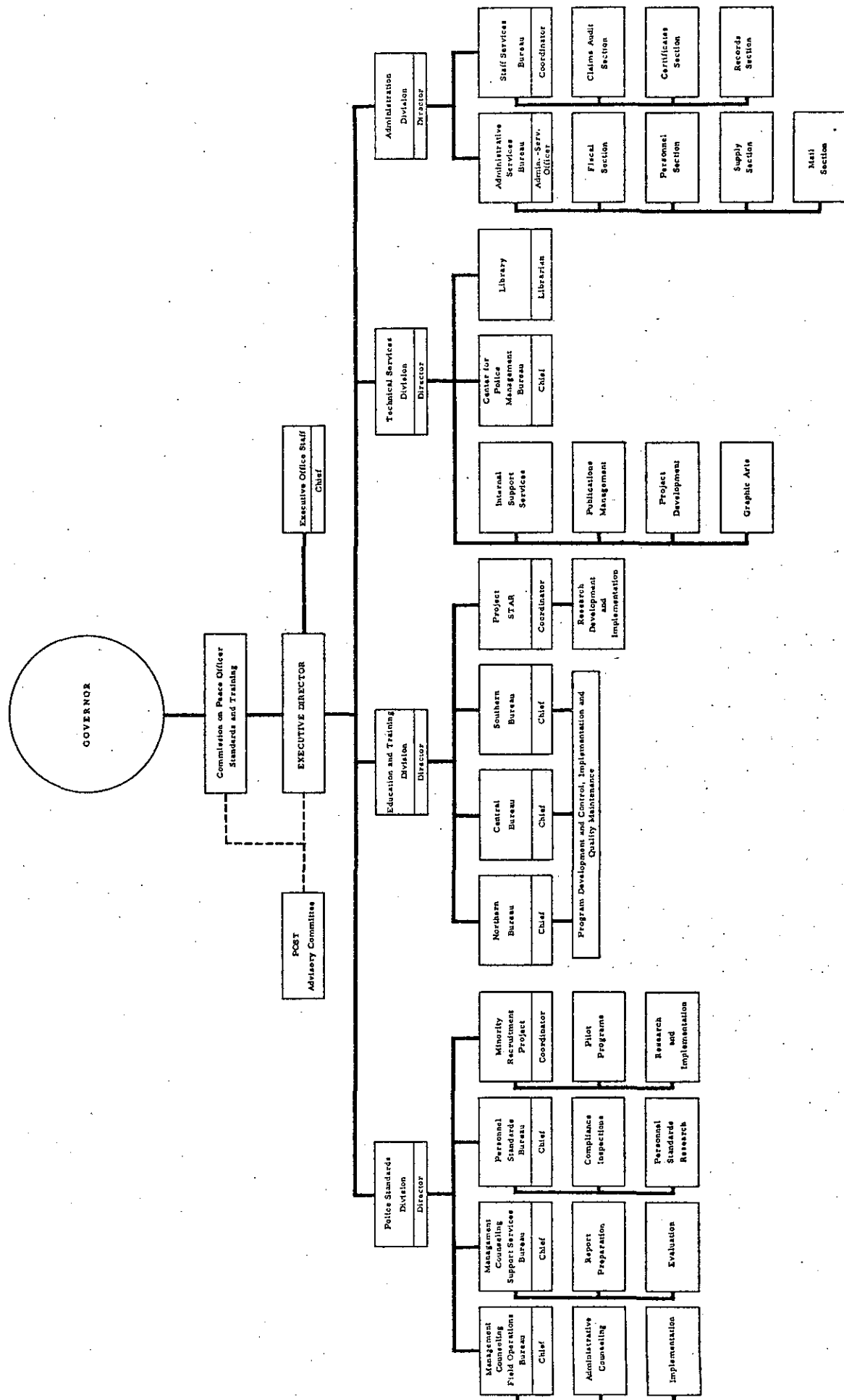


COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

ORGANIZATION CHART

September, 1973

Revised



EDUCATION AND TRAINING DIVISION

NEED: The enforcement of laws requires an educated and trained body of peace officers in enforcement agencies.

AUTHORITY: Section 13503, Penal Code, Chapter 1504, Statutes of 1972.

OBJECTIVES: To develop and implement programs to increase the effectiveness of law enforcement personnel by developing and monitoring education and training courses and to render auxiliary services to those enforcement agencies and to institutions that provide such education and training courses.

GENERAL DESCRIPTION

Certified courses are established at various community colleges, four-year colleges, universities and police academies and other institutions to provide education and training resources for local agencies. Courses offered are categorized as pre-service education, basic officer, supervisory, middle management, advanced officer, executive development and a wide variety of technical and special courses. In June 1972 there were 352 certified courses in 118 institutions and in September 1973 there were 476 certified courses in 128 institutions.

Consultants from the Education & Training Division establish the basic criteria that must be met for each of these courses before Commission certification. Counseling assistance is given to local educators and police trainers in preparing course outlines and lesson plans. Periodic field inspections are made to insure that instructors, coordinators and trainers are adhering to established course outlines and are meeting all instructional standards. Failure to meet the educational and training standards may be cause for revocation of school or college course certification. Currently, each Consultant has an average of 47 courses, 13 institutions, and 41 regular enforcement agencies to assist and inspect.

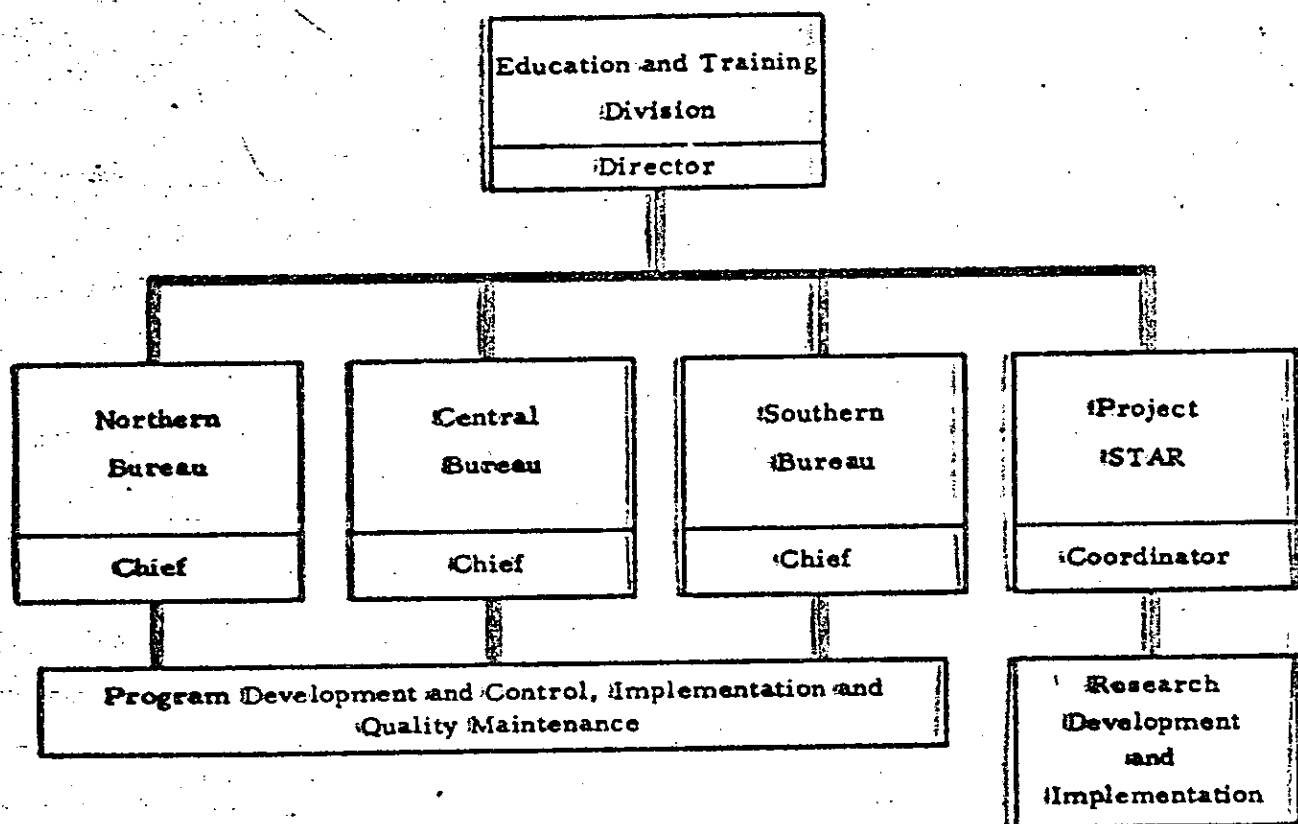
The division's first three priorities since July 1973 are quality control of existent courses, furtherance of regional centers, and implementation assistance to local agencies. Maturity in the program has led to the recognition by the Commission and staff for much closer scrutiny of certification and presentation requests. Greater attention to detail has become necessary to promote quality courses, and closer examination of individual presentations is now being conducted to ensure accurate and prompt reimbursement.

We have begun the Project STAR integration process in ongoing activities such as the current basic course revision effort and also coordination of development of the training modules to be tailored for implantation in existent vehicles.

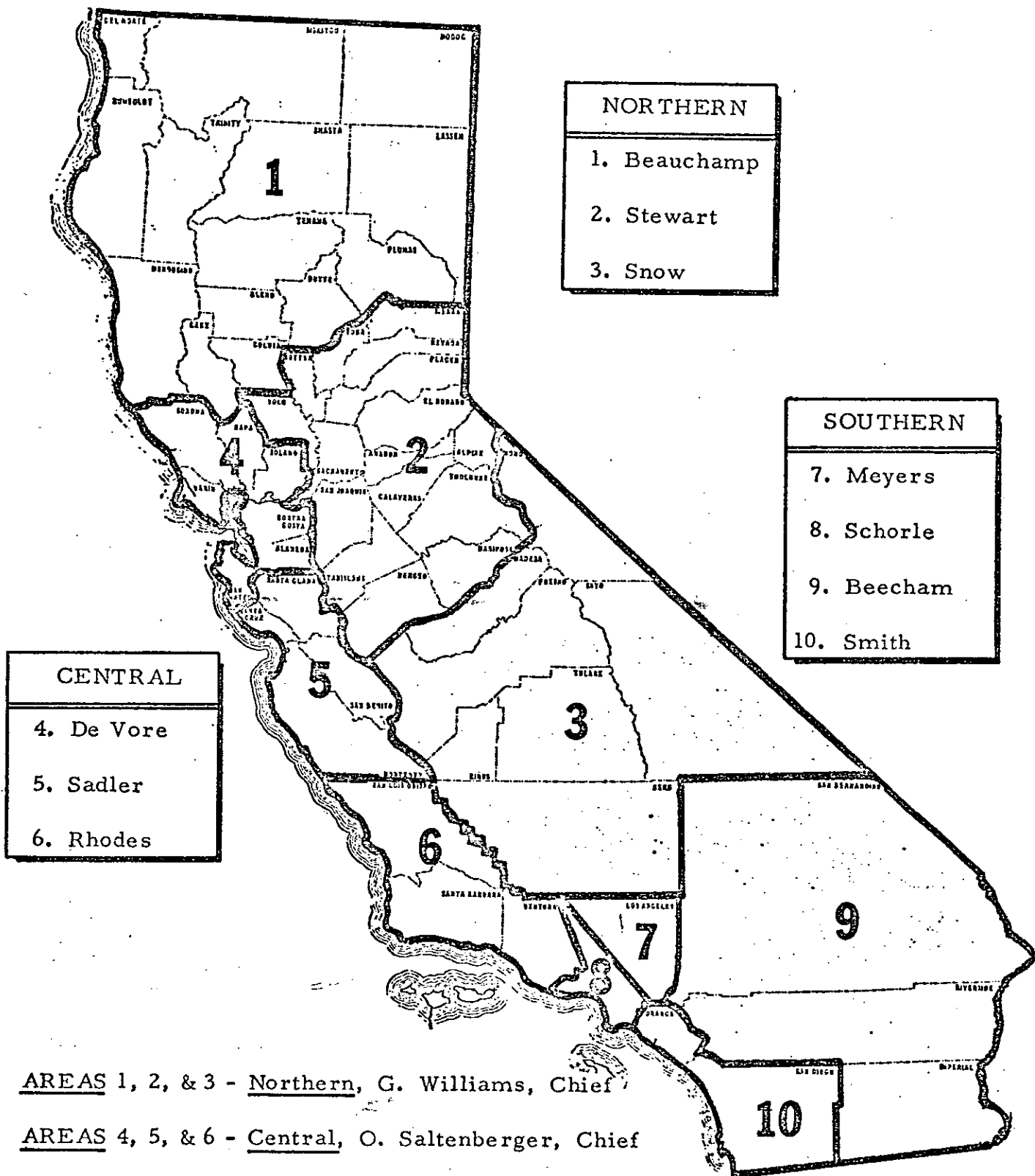
There is currently an expressed need for Education & Training Division Consultants to spend more time in the local agency to assist in identifying training needs, records documentation, career development and provision of training resources. We are attempting to do this now and find it valuable in evaluating our program effectiveness and expect our emphasis to be on servicing this need rather than spending as much time ^{with educational institutions} as we have in the past developing new courses, ~~with educational institutions.~~

The following charts reflect our organization and staffing.

EDUCATION AND TRAINING DIVISION



Commission on Peace Officer Standards and Training
EDUCATION AND TRAINING DIVISION



AREAS 1, 2, & 3 - Northern, G. Williams, Chief

AREAS 4, 5, & 6 - Central, O. Saltenberger, Chief

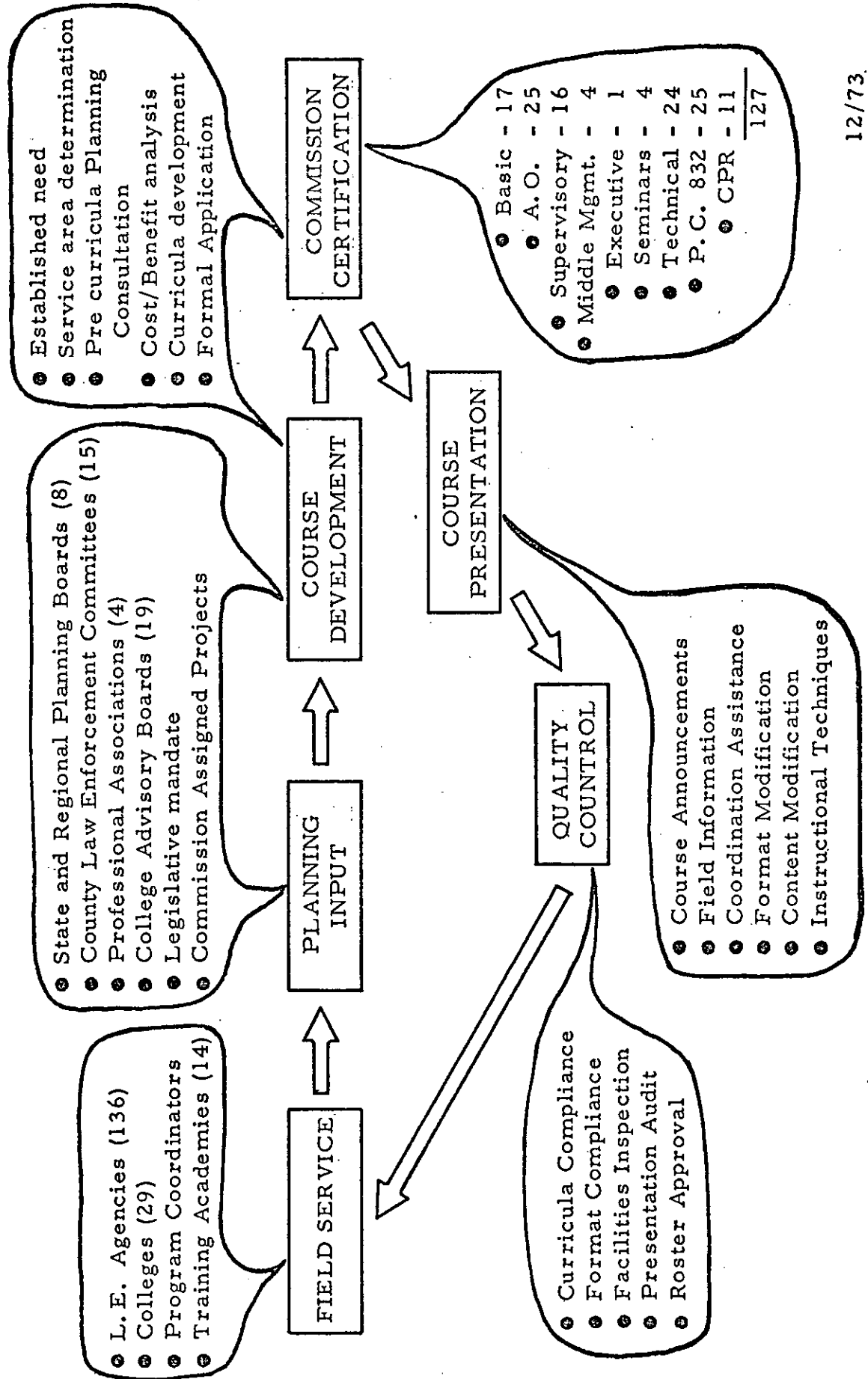
AREAS 7, 8, 9, & 10 - Southern, B. Wilson, Chief

12/73

Commission on Peace Officer Standards and Training

EDUCATION AND TRAINING DIVISION

CENTRAL BUREAU



FUNCTIONS OF THE EDUCATION AND TRAINING DIVISION

Quality control

Certify academies, colleges, universities and other institutions which provide training facilities - curriculum - instructors

Approve Courses

Training and education counseling
departments -- academies - other agencies - colleges
and universities

Special training programs

Identify training needs and performance objectives

Implement regional training concepts

TYPES OF CERTIFIED INSTITUTIONS

Community colleges

State colleges and universities

University of California

Private colleges and universities

Local agencies

(e.g., police and sheriff departments)

State agencies

(e.g., CHP, CYA, DOJ, Military Department)

Federal agencies

(e.g., FBI, EAO)

(October 5, 1973)

Chemical Agents) Currently included
First Aid) --- in Basic and Advanced
Officer courses.

Certified Institutions: 128

8

THE POST TRAINING PROGRAM

At the December 1970 Commission meeting, a moratorium was declared on the certification of new non-emergency courses to enable the Commission staff to evaluate the existing program and to plan for continued expansion and modification. As a result of this study, a report was submitted to the Commission at its March 1972 meeting; the title of the report is "The POST Training Program - A Review and Critique".

A central conclusion of the report was that the program has been very successful, but that a deficiency existed in the area of functional training based on specialized assignment. POST management surveys indicate that officers from many police departments have been given vital specialized assignments without adequate preliminary training.

The survey elicited department head's opinions as to the need for training, the training load for each position as indicated by growth and turnover, and the geographic location of these needs. POST staff, based on their personal knowledge and the survey results, organized the 15 identified positions in 3 priority groups based on the urgency of the need for training. They are as follows:

- | | | |
|----------|-----|--|
| Priority | I | General Criminal Investigation |
| | II | Narcotics Investigation |
| | III | Delinquency Control or Juvenile Officers |
| | IV | Jail Management |
| | V | Jail Operations |
| | VI | Traffic Program Management |

Priority II

1. Planning, Research and Development
2. Training
3. Motorcycle Training
4. Information Management

Priority III

1. Internal Affairs
2. Community-police Relations (this was placed in Priority III due to the numerous existing Community-police Relations courses)
3. Accident Investigation
4. Intelligence
5. Vice Investigation

Curriculum for all Priority I courses have been developed and courses have been certified in appropriate locations. Commission staff is still developing courses in the Priority II group with two motorcycle training courses certified and responses to an RFP to establish a training officer's course being evaluated at this time.

Management

Of the 19 specific recommendations made to the Commission as a result of this report in March 1972, the following have not been completed:

Recommendation #1. It is recommended that the POST Commission, through its staff, serve as a primary advisory resource to the California Council on Criminal Justice on the development and use of regional criminal justice training centers.

Commission Action: Accepted as submitted.

Recommendation #5. It is recommended that any immediate expansion of the basic course include the following 26 hours; baton training - 8 hours; chemical agents -

8 hours; credit cards and crime - 4 hours; problems of the deaf - 1 hour; medic-alert - 1 hour; fire services - 4 hours.

Commission Action: Accepted with the deletion of specific hours.

Recommendation #6. It is recommended that the Commission authorize staff to develop the basic course to 400 hours based on a universally required core, an additional block differentiated for rural and urban departments and a block of electives to accommodate differing local peculiarities.

Commission Action: Staff was instructed to work through the POST Advisory Committee for implementation of this recommendation.

Recommendation #7. It is recommended that the Commission authorize proceedings to amend the Specification 7 to require that all advanced officer courses include a minimum of 8 hours on the following subjects:

1. Recent court decisions
2. New law and changes in statutes
3. Arrest, search and seizure refresher
4. Community-police relations

Commission Action: Accepted with the provision that the specific hours be deleted.

Recommendation #8. It is recommended that the Commission encourage concerned schools to present certified supervisory courses in institute formats not to exceed 30 days in length.

Commission Action: Staff was instructed to research the advantages and disadvantages of the intensive and semester-length courses, and resubmit.

Recommendation #11. It is recommended that the supervisory course curriculum be thoroughly researched to determine the feasibility and desirability of combining the Supervisory and the Techniques of Teaching Courses; or to establish optimum coordination between the two courses.

Commission Action: Accepted as submitted.

Recommendation #12. It is recommended that the Commission consider one of three alternatives stated for financing middle management courses.

Commission Action: The Commission selected the following method:

1. Enrollment and revenue could be coordinated by POST as follows:

- a. An optimum class size, within a very narrow range, should be established by the Commission — say 20-25 students.

Each certified institution should be required to submit a detailed budget, based on this class size, on a POST budget form.

Each budget should be carefully reviewed by POST staff and justification for wide variations should be established or they should be eliminated.

- d. A regular yearly schedule of presentations should be prepared by each institution and publicized by POST in a master schedule. POST staff should assist in scheduling coordination and forecasting.
- e. Each institution should report to POST any over-enrollment and under-enrollment and POST will assist in arranging for even distribution of enrollment.

Recommendation #15. It is recommended that the Commission request time in each Executive Development Course for instruction by an Administrative Counseling Consultant on the subject of organization and information systems.

Commission Action: Accepted as submitted but to include middle management courses.

Recommendation #19. It is recommended that the Commission authorize staff to take a more aggressive role in arranging chronological coordination of all POST training programs.

Commission Action: Staff was directed to establish more communication with the Board of Governors of the Community Colleges, to encourage them to set census dates 18 months in advance and to schedule four per year.

The Commission has given staff other assignments that are in various stages of implementation but are not completed. For example, the minutes of the June 1970 meeting in Monterey indicates that we should "restructure the Basic Course" and "control the number of academies" while adopting these priorities:

1. Quality Control
2. Certification and Approval of Courses
3. Training and Education Counseling
4. Development of Curricula
5. Special Training Programs

The December 1971 meeting called for:

1. Remove inactive or limited courses.
2. Review number of tuition courses to assure maximum utilization of POST resources.
3. Contract direct with presenters of instruction.

December 1972 again called for further action regarding regionalization of training, as well as developing the NASDLET National Resource Center.

March 1973 directed us to eventually make recommendations concerning the issue of equivalency for the Executive Development Course; an initial employment training policy and course; and tuition changes to "outside" agencies.

June 1973 saw us directed to develop a formal legislative program and advocates to represent the POST interests.

And, among other things, September 1973 gave us direction to study the content and hours for a Complaint/Dispatcher course.

*DDJ/Pacific Telephone Co
Dispatcher/CDIS*

Legislation, current and pending, will have us examining the need for reserves to be selected and trained; instructors to be certified; training to be coordinated as to a master schedule; and new categories of officers to be trained.

The enforcement and education communities and our staff have identified many program needs such as:

1. Staff Training - orientation, skills maintenance & career development.
2. Employee Job Descriptions - including role and responsibility of each.
3. Formal Job Rotation - scheduling and counseling.
4. Revise "Guidelines" Document.
5. Develop E & T manual - internal & external.
6. Coordination of general & specialized certificates.
7. Increase educational requirements - at entry and for certificates.
8. Resolve trainee release time issue.
9. Implement multi-media techniques.
10. Implement STAR, MILE, and other "objective" oriented approaches to training.
11. Identify reimbursement plans for above rather than "hours of instruction".
12. Reciprocal lateral movement agreements with other states.
13. Evaluate 832 content.
14. Address the items presented at the September 1973 meeting that we identified as delayed.

Additionally we have ongoing projects that require staff time such as:

1. Basic Standards Revision Project.
2. Course Evaluation System Project.
3. Training Management Program RFP.
4. Validation and redesign of EDC and MMC and delivery system.

5. Basic Course Equivalency Examinations.
6. Coordination of First Aid Training course revision due to new law re: cardiopulmonary resuscitation.
7. Legislative team activities.
8. Revision and updating of Certified Course Catalog.
9. Develop polygraph course.
10. Preparation of current materials for Corrections training.
11. Contract liaison with DOJ re: \$438,000 experimental training programs.
12. Coordination with CHP Vehicle Theft Control Project.
13. Coordination with FBI re: statewide programs.
14. CAPTO Course Evaluation System coordination.
15. Coordination of field management training.
16. Service on numerous committees.
17. Liaison with professional groups and associations.
18. Liaison with Finance, Analysts, etc. for ongoing items and future program development.

We believe we can reduce substantially the number of certified courses without adversely affecting the POST Program. We expect to make many recommendations toward this reduction at the January 1974 meeting. The following attachments reflect only the Southern California Bureau's courses but it is indicative of the gains we are attempting to make.

We will make other recommendations as well.

The budget for the Education and Training Division includes:

PERSONAL SERVICES

(Including the 832 P.C. positions) \$355,000

OPERATING EXPENSES

In-state Travel 59,000

Out-state Travel 3,000

General Expense 16,000

Facilities Expense 28,000

Equipment 4,000

\$465,000

PROJECT STAR

Budget year 1974-75 \$150,000

GRAND TOTAL

\$615,000

CERTIFIED COURSE STATUS

Los Angeles Police Academy

Course	Cert Date	Category Origin	Content Origin	Course Origin
AO	7-1-69	Commission	Commission	LAPD (Grace)
Basic	12-7-60	Commission	Commission	LAPD (Grace)
PC 832	12-14-72	Legislature	Commission	LAPD (Grace)
Supervisory		Commission	Commission	LAPD (Grace)
Supervisory Seminar	12-14-72	Commission	LAPD	LAPD (Osborne)
Adv. Acc. Invest.	7-1-70	Commission	LAPD	LAPD (Mowatt)
Adv. Latent Fingerprint	2-5-73	Commission	LAPD	LAPD (Grace)
Basic Car Plan Leadership School	3-15-73	Commission	LAPD	LAPD (Grace)
Civil Dist. School	1-1-71	Commission	LAPD	LAPD (Grace)
Civilian Security Ofc. School	9-15-72	Commission	LAPD	LAPD (Grace)
Civilian Supervisor	3-15-73	Commission	LAPD	LAPD (Grace)
Desk Management	11-10-70	Commission	LAPD	LAPD (Mowatt)
Driver Trg.	7-1-70	Commission	Commission	LAPD (Trent)
Field Command POST Division CADRE School	6-14-73	Commission	LAPD	LAPD (Grace)
Field Trg. Officer	12-10-70	Commission	Commission	LAPD (Mowatt)

* = low priority or infrequent use programs

Los Angeles Police Academy
(Con't)

Course	Cert Date	Category Origin	Content Origin	Course Origin
Juv. Officer	9-14-72	Commission	LAPD	LAPD (Grace)
Motor Officer	6-12-70	Commission	Commission	LAPD (Mowatt)
Muni-Jail & Property	12-14-72	Commission	Commission	LAPD (Osborne)
Traffic Control	9-15-72	Commission	Commission	LAPD (Grace)
Vice	5-11-70	Commission	Commission	LAPD (Mowatt)
Detective	6-12-70	Commission	Commission	LAPD (Nelson)

University of Southern California

EDS	2-25-69	Commission	USC	USC (LeBaron)
* MMC	2-25-69	Commission	Commission	USC (LeBaron)
MMS	12-9-71	Commission	Commission	USC (LeBaron)
DCI	9-10-70	Commission	USC	USC (Carter)
TBW	9-10-70	Commission	USC	USC (LeBaron)

Inglewood Police Department

* PC 832	12-14-72	Legislature	Commission	Inglewood PD (Stroh)
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Torrance Police Department

* PC 832	12-14-72	Legislature	Commission	Torrance PD (Foster)
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Antelope Valley College

Course	Cert Date	Category Origin	Content Origin	Course Origin
* CPR	2-2-70	Commission	Commission/ Legislature	College (Lundak)

Cerritos College

AO	3-13-72	Commission	Commission	Southgate PD (Martin)
Supervisory	9-1-64	Commission	Commission	College (McGrath)
* CPR	10-22-69	Commission	Commission/ Legislature	College (McGrath)

Compton College

AO	12-19-68	Commission	Commission	College (Yowell)
PC 832	3-15-73	Legislature	Commission	LA Probation
* CPR	2-26-69	Commission	Commission/ Legislature	College (Yowell)

Los Angeles Harbor College

PC 832	6-14-73	Legislature	Commission	College (Norris)
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El Camino College

AO	6-18-69	Commission	Commission	College (Hampton)
Supervisory	6-4-64	Commission	Commission	College (Hampton)

El Camino College
(Con't)

Course	Cert Date	Category Origin	Content Origin	Course Origin
CPR	2-9-70	Commission	Commission/ Legislature	College (Hampton)
Motorcycle	3-24-72	Commission	Commission	Inglewood PD (Stroh)

Long Beach City College

* AO	2-26-69	Commission	Commission	LBDP (Drummond)
Supervisory	6-23-67	Commission	Commission	College (Scott)

Long Beach Police Department

Basic	12-7-60	Commission	Commission	LBDP (Kearney)
PC 832	6-14-73	Legislature	Commission	LBDP (Drummond)
Complaint- Disp.	9-1-72	Commission	LBDP	LBDP (Drummond)

CERTIFIED COURSE STATUS

Alhambra Police School

Course	Cert Date	Category Origin	Content Origin	Course Origin
*AO	6-23-72	Commission	Commission	Lt. Ray Peterson Alhambra PD only
*Basic		Commission	Commission	Alhambra PD only

California State University, LA

dmin. Anal. for Police Personnel	6-11-71	Commission	CPCA - CPOA CSULA	CPCA - CPOA Al Bristow
MMC	12-18-68	Commission	Commission	Al Bristow
MMC	3-24-72	Commission	CSULA	Al Bristow

California State Polytechnic University

Jail Management	9-14-72	Commission	Cal State Poly	Dr. John Burma
Traffic Program Management Institute	6-15-72	Commission	Cal State Poly	Dr. John Burma
Training & Ed. Ofc. Dev.	9-14-73	Commission	Cal State Poly LASD	Dr. John Burma & LASD

Citrus Community College

*Criminal Investigator	9-15-72	Commission	Citrus College	Bart Bartel Survey of PD's by Advisory Comm.
CPR	3-15-70	Legislative & Commission	Commission	Bart Bartel & Advisory Comm.

College of the Canyons

Course	Cert Date	Category Origin	Content Origin	Course Origin
CPR	6-12-70	Legislative & Commission	Commission	Norman Mouch & LASD

East LA College

Advanced CPR	9-1-70	Commission	East LA College	Dick Milanese
CPR	2-26-69	Legislative & Commission	Commission	Dick Milanese & LASD

LaVerne College

MMS	3-11-71	Commission	McKee/Wright	McKee/Wright
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LA City College

PC 832	3-15-73	Legislative & Commission	Commission	Stan Schall
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LA Sheriffs Academy

AO	12-19-68	Commission	Commission	Capt. Paul Bratsch
Basic	12-7-60	Commission	Commission	Peter Pitches
Supervisory	3-18-64	Commission	Commission	Dick Milanese ELAC Survey of Local PDs
PC 832	9-15-72	Legislative & Commission	Commission	Capt. Cable Survey of Local PDs
Advanced TA Invest.	6-14-73	Commission	LASD	Capt. Cable Survey of Local PDs

LA Sheriffs Academy

Course	Cert Date	Category Origin	Content Origin	Course Origin
Adv. Patrol & Spec. Enfor.	3-15-73	Commission	LASD	Capt. Cable
Crim. Inv.	9-15-73	Commission	ELAC - LASD	Dick Milanese ELAC Survey of Local PD's
DART	12-10-70	Commission	LASD	Capt. Paul Bratsch
Driver Training	3-11-71	Commission	LASD	Capt. Paul Bratsch
Jail Operations	9-14-72	Commission	Commission	Dick Milanese ELAC - LASD
Juvenile Officers	9-14-72	Commission	ELAC - LASD	Dick Milanese ELAC Survey of Local PD's
Adv. Narc. Inv.	9-14-72	Commission	ELAC - LASD	Dick Milanese ELAC Survey of Local PD's
Basic Narc. Inv.	9-14-72	Commission	ELAC - LASD	Dick Milanese ELAC Survey of Local PD's
Security for Law Enforcement	6-15-73	Commission	LASD	Capt. Kenneth Cable Survey of Local PD's

Mt. San Antonio College

AO	9-16-71	Commission	Commission	John O'Sullivan Survey of Local PD's
PC 832	3-15-73	Legislative & Commission	Commission	John O'Sullivan Survey of Local PD's
Supervisory	12-3-64	Commission	Commission	Gil Stuckey
CPR	2-26-69	Legislative & Commission	Commission	Gil Stuckey

Pasadena City College

Course	Cert Date	Category Origin	Content Origin	Course Origin
Basic	2-7-61	Commission	Commission	John O'Sullivan Survey of PD's
AO	2-27-70	Commission	Commission	John O'Sullivan Survey of PD's
Marshal's Basic	12-14-72	Commission	Commission	John O'Sullivan LA Co. Marshals
PC 832	12-14-72	Legislative & Commission	Commission	John O'Sullivan Survey of PD's
Supervisory	3-18-64	Commission	Commission	John O'Sullivan Survey of PD's
*Adv. Crim. Inv.	12-19-68	Commission	Pasadena CC	John O'Sullivan Survey of PD's
*CPR	6-18-71	Legislative & Commission	Commission	John O'Sullivan
Pol. School Resource Ofc.	6-15-72	Commission	Pasadena CC Pasadena PD	John O'Sullivan Pasadena PD

Rio Hondo Community College

Basic	8-31-64	Commission	Commission	C.A. Pantaleoni
AO	9-15-71	Commission	Commission	C.A. Pantaleoni Whittier PD El Monte PD
Marshal's Basic	9-2-70	Commission	Commission	C.A. Pantaleoni LA Co. Marshals
Supervisory	3-18-64	Commission	Commission	C.A. Pantaleoni
PC 832	9-15-72	Legislative & Commission	Commission	C.A. Pantaleoni
CPR	2-26-69	Legislative & Commission	Commission	C.A. Pantaleoni
Crim. Inv.	12-14-72	Commission	Rio Hondo	C.A. Pantaleoni
Juv. Ofcr.	12-14-72	Commission	Rio Hondo	C.A. Pantaleoni

CERTIFIED COURSE STATUS

Chaffey College

Course	Cert. Date	Category Origin	Content Origin	Course Origin
A.O.	3-11-71	Commission	Commission	Bob Reed - Chaffey Coll.
Sup.	6- 4-64	Commission	Commission	Lynn Hollist - Chaffey Coll.
832	6-14-73	Commission & Legislature	Commission	Bob Reed - Chaffey Coll.
*PCR	2-27-70	Commission & Legislature	Commission & Bob Reed	Bob Reed - Chaffey Coll.

College of the Desert

A.O.	9-14-72	Commission	Commission	Tom Wall - C.O.D.
Sup.	10-22-69	Commission	Commission	Doug Moore - C.O.D.
*CPR	6-20-69	Commission & Legislature	Commission & Doug Moore	Doug Moore - C.O.D.
832	9-14-73	Commission & Legislature	Commission	Don Welty - C.O.D.

Imperial Valley College

A.O.	12- 9-71	Commission	Commission	Howard White - I.V.C.
Sup.	12- 3-64	Commission	Commission	W.D. Rudolph
832	6-14-73	Commission & Legislature	Commission	Howard White - I.V.C.
Basic	3-20-62	Commission	Commission	W.D. Rudolph - I.V.C.

Mt. San Jacinto College

Course	Cert. Date	Category Origin	Content Origin	Course Origin
832	12-14-72	Commission & Legislature	Commission	Benton Caldwell M.S.J.C.

Palo Verde College

832	6-14-73	Commission & Legislature	Commission	Bob Gadbois - P.V.C.
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California State University, Riverside

Sch. Res. Off. Crse.	6-14-73	Riverside Co. Sheriff	CSUR staff & L.E. Comm. San Bdno & River.	Shelby Worley R.S.C.S.
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Riverside-City College

Basic	12- 6-60	Commission	Commission	Stan Everett R.C.C.
A.O.	9-13-68	Commission	Commission	Stan Everett R.C.C.
Sup.	12- 3-64	Commission	Commission	Stan Everett R.C.C.
Disast. & Riot	3-11-71	R.C.C.	R.C.C.	Stan Everett R.C.C.
Jail Mgnt.	12-14-72	Commission & Legislature	Commission	Stan Everett R.C.C.
Jail Op.	12-14-72	Commission & Legislature	Commission	Stan Everett R.C.C.
Non-sworn Pol. Pers.	12-14-72	R.C.C.	R.C.C.	Stan Everett R.C.C.
832	12-14	Commission & Legislature	Commission	Stan Everett R.C.C.

San Bernardino County Sheriff's Department

Course	Cert. Date	Category Origin	Content Origin	Course Origin
Basic	7-25-63 retro to 5- 1-63	Commission	Commission & S.B.S.D.	San Bdno Val. Coll. & S.B.S.D.
A.O.	12- 9-72	Commission	S.B.S.D.	Sheriff Frank Bland
Sup.	6-23-67	Commission	Commission	Phil Schuyler S.B.S.D.
832	12-14-72	Commission & Legislature	Commission	Phil Schuyler S.B.S.D.
PCR	12-14-72	Commission & Legislature	Commission & S.B.S.D.	Phil Schuyler S.B.S.D.
Cor.Crse.	2-14-72	S.B.S.D.	S.B.S.D.	Phil Schuyler S.B.S.D.
Jail Op.	9-15-72	Commission & Legislature	Commission	Phil Schuyler S.B.S.D.
Comp.Disp.	9-14-73	S.B.S.D.	S.B.S.D.	Phil Schuyler S.B.S.D.

San Bernardino County Marshal's Office

Basic	12-14-73	Commission	Commission	John Horgan San Berdno. Val. Coll.
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*asterisk - recommend these courses be decertified.

CERTIFIED COURSE STATUS

Mira Costa College

Course	Cert. Date	Category Origin	Content Origin	Course Origin
Basic Proj. Trans.	9- 1-69	Commission	IACP - USMC M.C.C.	IACP - USMC M.C.C.

Miramar College

Sup.	12- 3-64 retro to 9- 1-64	Commission	Commission	K.D. Fawcett Capt. Wm. Gore Miramar Coll.
832	3-15-73 retro to 2- 1-73	Commission & Legislature	Commission	S.M. Franklin Miramar Coll.
CPR	4-11-69	Commission & Legislature	Commission	K.D. Fawcett Miramar Coll.

Orange County Sheriff's Department
Training Academy

Basic	6- 5-65	Commission	Commission	Capt. D. Watsor Lt. S. Mann O.C.S.O.
A.O. 24-40-120	6-20-60	Commission	Commission	Capt. D. Watsor O.C.S.O.
832	9-14-72	Commission & Legislature	Commission	Lt. Walt Fath O.C.S.O.
Jail Op.	9-14-73	Commission	Commission & Legislature	Lt. Walt Fath O.C.S.O.

California State University, Long Beach

Course	Cert. Date	Category Origin	Content Origin	Course Origin
EDS	12-12-69	Commission	Commission	Dr. Whisenand
MMC	12-19-68	Commission	Commission	Dr. J. Kenney CSULB
CJIS	12-10-70	Commission	CSULB	Dr. Whisenand CSULB
Field Evid. Tech. Crse.	12-19-68	Commission	CSULB	Ronald Rogers CSULB
L.E. Legal Educ.	12-10-70	Commission	CSULB	Dr. Whisenand CSULB
Org.Dev. Pol.Agencies	9-16-71	Commission	CSULB	Dr. Whisenand CSULB
Pol. Trng. Off. Crse.	12-12-69	Commission	CSULB	Dr. Whisenand CSULB
Sch.Resour. Off. Crse.	9-14-72	Commission	CSULB	Dr. H. Becker CSULB
Wkshp. Ment. Ill	12-14-72	Commission	CSULB	Dr. H. Becker CSULB
MMS	12-10-70	Commission	Commission	Dr. Whisenand CSULB

Fullerton Junior College

A.O.	2-26-69	Commission	Commission	N.F. Iannone L.E. Survey F.J.C.
832	12-14-72	Commission & Legislature	Commission	N.F. Iannone L.E. Agencies F.J.C.
Sup.	6-14-64	Commission	Commission	Dean E. Rodiech F.J.C.
Breath. Crse.	9-16-71	Commission & Legislature	Legislature's Sect. 1221.1 Admin. Code	F.J.C.
CPR	2-26-69	Commission & Legislature	Commission	N.F. Iannone F.J.C.
Scient.Inv. & Crim Soc. Tech.	2-26-69	Commission	F.J.C.	N.R. Iannone F.J.C.

Fullerton Police Training School
of North Orange County

Course	Cert. Date	Category Origin	Content Origin	Course Origin
Basic	- -60	Commission	Commission	Lt. Bankhead F.P.D.

Goldenwest College

A.O.	6-12-70 retro to 5-25-70	Commission	Commission	L.E. Advisory Comm. Derald Hunt Goldenwest Col
Basic	1-31-61			L.E. Advisory Comm. Derald Hunt Goldenwest Col
Sup.	3-18-64	Commission	Commission	L.E. Advisory Comm. Derald Hunt Goldenwest Col
832	6-15-73	Commission & Legislature	Commission	L.E. Advisory Comm. Derald Hunt Goldenwest Col
Crime Scene Invest.	3-11-71	Commission	L.E. Advisory Comm. Derald Hunt Goldenwest Col.	L.E. Advisory Comm. Derald Hunt Goldenwest Col

Grossmont College

Sup.	9-15-69	Commission	Commission	Vince Alfaro Geo. Hernandez Grossmont Col.
CPR	4-11-69	Commission & Legislature	Commission	Vince Alfaro Grossmont Col.

Saddleback College

Course	Cert. Date	Category Origin	Content Origin	Course Origin
A.O.	12-12-69	Commission	Commission	Robt. Ferguson O.C.L.E. Agen. Saddleback Col.
832	6-14-73	Commission & Legislature	Commission	Robt. Ferguson Saddleback Col.

San Diego County Marshal's Training Academy

Marsh. Basic	4-17-70	Commission	Commission	San Diego Co. Marshal's Off. Miramar Coll.
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San Diego Police Department Academy

A	10-22-69 retro to 9-22-69	Commission	Commission	Capt. G. Sgobba S.D.P.D.
Basic	12-12-60	Commission	Commission	San Diego L.E. Agencies S.D.P.D.
832	12-14-72	Commission & Legislature	Commission	Capt. O.W. Burkett S.D.P.D.
Comp. Disp.	9-14-73	Commission	San Diego P.D.	Lt. R.J. Thorburn S.D.P.D.
Sem. Inv. Tech.	2-27-70	Commission	San Diego P.D.	Capt. D. Reierson S.D.P.D.

San Diego County Sheriff's Department
Training Academy

Course	Cert. Date	Category Origin	Content Origin	Course Origin
Basic	6- 9-61	Commission	Commission	Sher. B. Strand S.D.S.O.
A.O.	6-18-71	Commission	Commission	Capt. J.R. Stables S.D.S.O.

Santa Ana College

Marsh. Basic	6-14-73	Commission	Commission	Santa Ana Col. O.C.S.O.
Field Evid. Tech. Crse.	12-14-72	Commission	O.C.S.O. Santa Ana Col.	O.C.S.O. Santa Ana Col.
Self Def. Adv. Crse. for Inst.	6-14-73	Commission	S. Cal Police Self defense Inst. Assoc.	PSDIA of S.C. Santa Ana Col.
Self Def. Instr. Inst.	6-14-73	Commission	PSDIA of S.C.	PSDIA of S.C. Santa Ana Col.
Adv. Driver Trng. Prog.	9-15-72	Commission	Aca. of Def. Driv. and Santa Ana Col.	Aca. of Driving Santa Ana Col.

Southwestern College

CPR	12-1-66	Commission & Legislature	Commission	Vince Alfaro Southwestern College
Spanish for Peace Off.	12-10-70 retro to 9- 1-70	Commission	Southwestern College	Martin Carlsen Southwestern College

PROJECTS AND ASSIGNMENTS

Project	Date Assigned	By Who	Assignment	Funding	Origin	Recommend.
MILE	7-1-71	GET BWW	Evaluation & Wilson	CCCJ	LAPD CCCJ	Continue
STAR	10-15-71	GET BWW	Evaluation & Wilson	LEAA CCCJ POST	POST Comm.	Continue
Basic Std.Rev. Commit.	8-21-72	GET BWW	Evaluation & Liaison	Comm.	E&T Comm.	Continue
Sup.Crse. Evaluation	3-19-72	GET BWW	Survey, Eval. & Modify	None	E&T Comm.	Continue
POST Legis. Team	10-9-73	GET BWW	Analyze & Direct POST Related Bills	None	E&T POST	Continue



EDUCATION AND TRAINING NEEDS

Pre-Service Academic Preparation

- Education vs. training orientation
- Systems approach to criminal justice
- Standardized Administration of Justice core
for all c. j. majors
- Articulation among colleges, universities
- Accreditation of justice programs

Update Training Standards

- Training before law enforcement duties
- Evaluate, validate existing curriculum standards
- Terminal performance objectives vs. classroom hours
- Standards for functional assignments
- Adequate training for specialized law enforcement
- Supervised field training and internships
- Criminal justice system blend

Meet Local, Regional, Statewide Needs

- Improve local "in-house" training
- Regional Criminal Justice Training and Resource Centers
- Interdisciplinary training
- Differing geographical problems, needs

Education and Training Needs (continued)

Instructional Technology

Identify TPO's:

Self paced, individualized instruction

Multi-media and programmed instruction

Computer assisted learning and D.A.I.R."

Development of "software"

Television

Statewide network

Training and tactical application

Future national hookup

State and regional video libraries

Video recording during training

"Software" production

project STAR

- SYSTEMS TRAINING ANALYSIS OF REQUIREMENTS
- E. AND T. NEEDS OF C.J. SYSTEM
- PERCEIVED RÔLE
- ACTUAL RÔLE
- FUTURE RÔLE
- E. AND T. REQUIREMENTS FOR FUTURE RÔLE
- SYSTEM FOR CONTINUAL EVALUATION

State of California
Department of Justice

Commission on Peace Officer Standards and Training

ADMINISTRATION DIVISION

A report concerning the responsibilities and activities of the Administration Division. Included are statistical data relative to reimbursements and certificates.

The report is prepared for the Commission Meeting

December 7, 1973

Airport Marina Hotel

Los Angeles, California

State of California
Department of Justice
Commission on Peace Officer Standards and Training

The following is a report on the Administration Division for presentation to the Commission, December 7, 1973 at the Airport Marina Hotel, Los Angeles, California.

Overall Goals and Objectives

As provided under Part 4, Title 4, Chapter 1, Article 3, Penal Code, the Administration Division performs an essential function of fulfilling the Commission's responsibility in the review and audit of all claims submitted by local police and sheriffs departments for reimbursement of funds expended in training police personnel.

A second major function is the issuing of certificates to law enforcement members for having attained designated levels of accomplishments through education, training and work experience. The authority and responsibility for the awarding of POST Certificates is provided in the Commission Regulations under Section 1011 and Specification 9.

In carrying out its assigned administrative functions for POST, the Division maintains a records system relating to the Claims Audit and Certificate activities. The Division is also responsible for personnel staff services and training; fiscal matters; supplies control; purchasing and mail service.

Administration Division - Organization

The Administration Division, under the direction of a divisional director, is divided into two Bureaus: (1) Staff Services; (2) Administrative Services.

Staff Services Bureau

The Staff Services Bureau is coordinated by a Consultant II. The Bureau contains three Sections:

1. Claims Audit
2. Records
3. Certificates

The Claims Audit Section and the Records Section are supervised by a section supervisor. The Certificate Section is supervised directly by the Bureau Coordinator who also serves as field consultant in conducting the recently established Reimbursement Training Seminars.

Administrative Services Bureau

The Administrative Services Bureau, supervised by an Administrative Services Officer, contains four sections:

1. Fiscal
2. Personnel
3. Supply
4. Mail

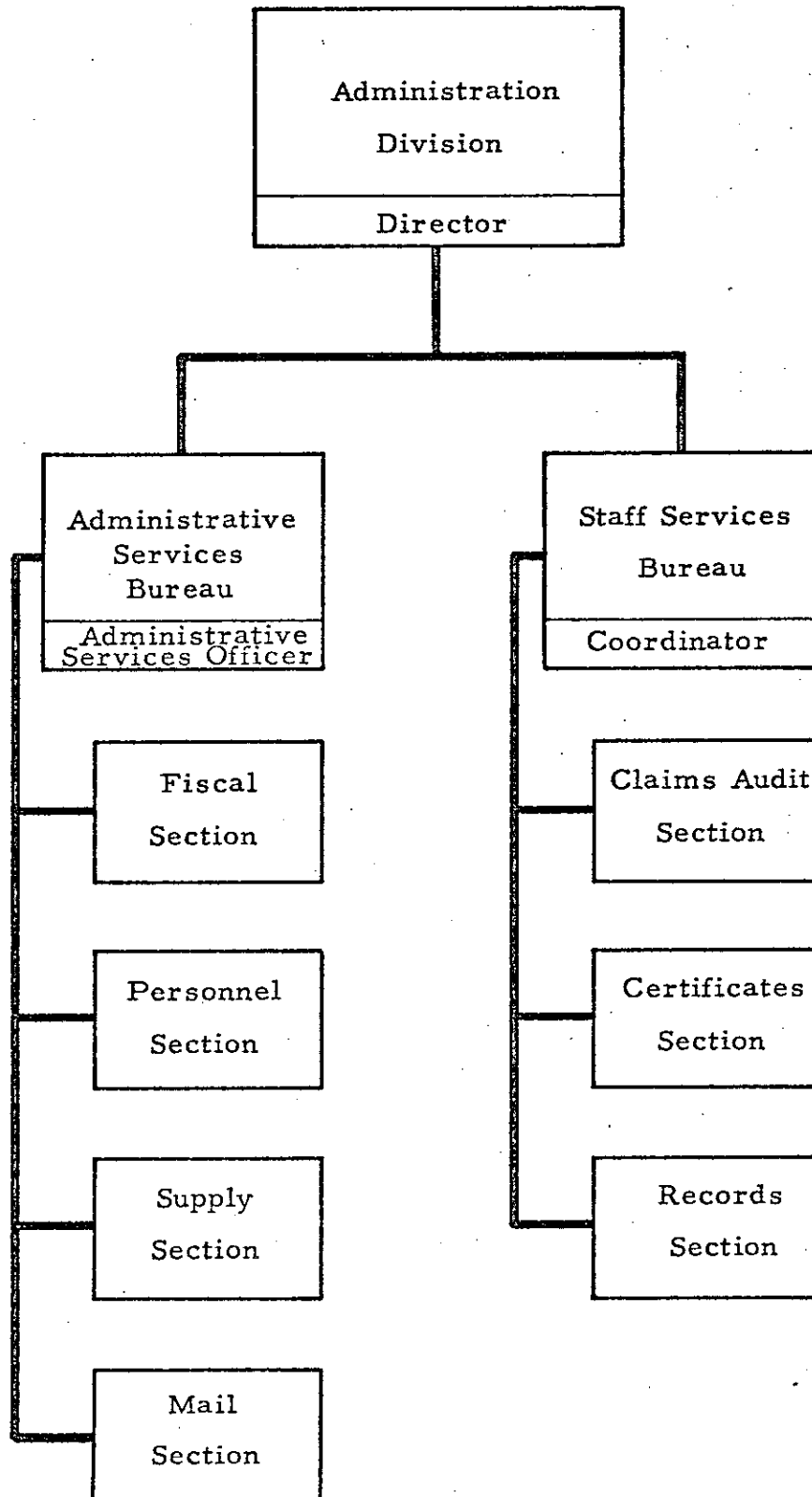
Authorized Personnel

Authorized positions in the Administration Division are:

Division Director	1
Law Enforcement Consultant II	1
Administrative Services Officer	1
Senior Clerk	1
Senior Clerk/Typist	1
Senior Stenographer	1
Steno II	2
Clerk/Typist	6
Account Clerk II	1
Total	15

State of California
Department of Justice
Commission on Peace Officer Standards and Training

ADMINISTRATION DIVISION



November 12, 1973

Personnel Distribution - Administration Division

Director	1	
Senior Stenographer	<u>1</u>	2
<u>Staff Services Bureau</u>		
Law Enforcement Consultant II (Coordinator)	1	
Stenographer	1	
Senior Clerk	<u>1</u>	3
<u>Reimbursement Section</u>		
Senior Clerk/Typist	1	
Clerk/Typist	<u>4</u>	5
<u>Certificates</u>		
Clerk/Typist	1	
Stenographer II	1	
Clerk Typist (Two half-time equals one full time)	<u>1</u>	3
<u>Records</u>		
Seasonal Clerk	2	2
<u>Administrative Services Bureau</u>		
Administrative Services Officer	1	
<u>Fiscal Section</u>		
Account Clerk II	1	
<u>Personnel Section</u>		
Clerk/Typist II	1	
<u>Supply Section</u>		
Clerk-Typist II	1	
<u>Mail Section</u>		
Clerk	<u>1</u>	5
Total		<u>20</u>

The Division has a total "authorized" strength of 15 personnel. Five employees are working on a temporary basis under a "Blanket" or salary savings.

Table I

State of California
Department of Justice
Commission on Peace Officer Standards and Training

Estimated Expenditures: 1972-73
For the Administration Division

Salaries and Wages	\$ 147,464	
Staff Benefits	<u>17,224</u>	
Total, Personal Services		\$ 164,688
General Expense	\$ 28,837	
Communications	20,416	
Travel In-State	5,821	
Travel Out-of-State	---	
Equipment	5,767	
Pro-Rated Expense	15,122	
Facilities Expense	<u>14,451</u>	
Total, Operating Expense		<u>\$ 90,414</u>
TOTAL		<u><u>\$ 255,102</u></u>

Claims Audit Section

It is the responsibility of the Claims Audit Section to review, audit, and process for reimbursement, claims from participating law enforcement agencies. Reimbursements to cities, counties, and districts are granted by the Commission in accordance with Section 13523 Penal Code. Reimbursement is made quarterly to cities and counties, eligible, pursuant to standards set forth in the regulations.

Four essential documents are involved in the processing and control of reimbursement claims.

- (1) Course Announcement (POST 2-110) - This form is prepared and submitted to POST by the course coordinator of the training institution. When approved by the Education and Training Division, the Course Announcement authorizes the training institution to present the training course.

The Course Announcement states the particulars as to where, when and how the training course shall be presented by the training institution. A copy of the Course Announcement is routed to the Claims Audit Section and serves as a reference in determining training requirements of a particular course.

- (2) Training Expense Claim (POST 2-101) - This form contains detailed information concerning the training received by the trainee. A Training Expense Claim is submitted by a local law enforcement for each trainee, and is the basis for reimbursement to the local agency.
- (3) Claims Summary (POST 2-102) - This form summarizes the information contained in the Training Expense Claims and is submitted to POST with the Training Expense Claim (s) by the local law enforcement agency requesting reimbursement of training costs.
- (4) Course Roster (POST 2-111) - A completed Course Roster is required to be submitted by the training institution to POST within seven days after completion of a training course. A copy of the Course Roster is routed to the Claims Audit Section. As claims are received from the local law enforcement agencies the names of trainees are checked against the Course Roster of the particular training course involved. The procedure keeps the Claims Audit Section advised as to what law enforcement agencies have applied for reimbursement for a given training course.

Each of the documents listed reflect necessary information to permit the completed cycle of the auditing process. Incomplete, improper or inaccurate information on any one of the documents may delay or preclude a complete audit. Often the errors can be corrected at the time of audit by the staff. Others, however, necessitate either returning claims to originators; writing letters or making phone calls; or in extreme cases sending a staff member to the agency. Such situations create additional work in the processing of claims. In the first quarter of the 1973-74 Fiscal Year, 1011 reimbursement claims were submitted, of that number 132 (13%) were returned to the local agency for correction and resubmission.

The activity of the Claims Audit Section involves much more than auditing reimbursement claims, per se. A complex accounting system is a part of the total program. Account records must be maintained and updated. All totals of entries, amounts of money, number of trainees, hours of training number of course presentation must all balance and agree before claims are submitted to the Fiscal Office of the Department of Justice for review and and forwarding to the Controllers Office for payment.

Selected data must also be compiled for management use.

Cost for Claims Audit

The following are estimated direct costs for the auditing of reimbursement claims for Fiscal Year 1972-73.

Salary plus benefits	\$ 40,145.00
Printing	1,200.00
Mailing	<u>600.00</u>
Total	\$ 41,945.00

Cost per claim submitted by agency	\$ 8.50
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Cost per individual claim	2.24
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There was an average of 3.7 individuals in each agency claim

Reimbursement Seminar

The program of reimbursement of Peace Officer Training Funds to local jurisdictions involves POST with almost 400 different local law enforcement agencies. The reimbursement process is rather complex. In order for the local agencies to submit the claims properly, requires understanding of the reimbursement procedures.

The experience of POST with the reimbursement problems in the local agencies indicated a serious need to initiate some type of orientation and training for the personnel in the local agencies who were responsible for preparing and submitting the reimbursement claims.

Pursuant to this need POST has scheduled a series of workshop/seminars in selected areas of the state. The training consists of one-day sessions. A pilot session was conducted in Sacramento on September 26, which was very well received. Since then workshops were held in :

San Leandro	October 24
Richmond	November 14
Daly City	November 28
Redwood City	December 5

Workshops are scheduled for:

San Jose	December 12
Marin County	January 9, 1974

The plan is to cover the Los Angeles-San Diego-Imperial Valley areas, and the Central Valley.

It appears that such training must be on-going in order to maintain a suitable quality of the reimbursement claims and a desirable working relationship with the local jurisdictions.

Certificates

A major function of the Administration Division is the issuing of certificates to law enforcement members for having attained designated levels of accomplishments through education, training and work experience.

POST now issues five professional certificates. They are:

1. Basic
2. Intermediate
3. Advanced
4. Management
5. Executive

The certificates are valuable evidence of professional standards attained by their possessors. They are used to provide universal recognition of these professional standards for lateral transfer among law enforcement agencies, for promotional and new job opportunities and for pay incentives established by local department.

The Commission on Peace Officer Standards and Training on January 1, 1970 made effective the POST Specialized Law Enforcement Regulations and Specifications. The Specialized Law Enforcement Certification Program was established for the purpose of fostering professionalization for the Specialized Law Enforcement agencies in the State of California. Eligibility for participation in the Certification Program is determined by the Commission. The range of Specialized Law Enforcement Certificates is: Specialized Basic, Intermediate, and Advanced.

A Certificate of Completion is also issued to trainees for completion of courses certified by POST at various training institutions.

Total certificates issued for the Fiscal Year 1972-73.

General Certificates	6,718
Certificates of Completion	14,523
Specialized Law Enforcement Certificates	<u>1,533</u>
Total	22,774

Cost of Certificate Program

Estimated direct cost for the Certificate Program for the Fiscal Year 1972-73.

Salaries (Two full-time and two half-time support staff)	\$ 22,536
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Estimated cost of materials used in certificate program (Certificate forms, envelopes application forms, letter forms)	2,105
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Estimated mailing costs of certificates and related correspondence	<u>1,368</u>
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	\$ 26,009
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The approximate cost to issue each certificate was \$1.14.

Commission on Peace Officer Standards and Training
Administration Division
Certificate Section

Certificates Issued By Month

GENERAL PROGRAM

Fiscal Year 1973-74

Month	B	I	A	SUP	MM	ED	AO	T/S	MC	EC	TOTAL
July, 1973	213	209	135	0	0	0	0	0	2	0	559
August	281	216	103	126	258	14	568	1248	11	2	2827
September	245	185	129	0	13	0	133	289	15	2	1011
October	373	179	131	128	210	28	452	568	5	3	2077
November											
December											
January, 1974											
February											
March											
April											
May											
June											
TOTAL											

Key

B Basic
I Intermediate
A Advanced
Sup Supervisor
MM Middle Management

ED Executive Development
AO Advanced Officer
T/S Technical Special
M/C Management Certificate
E/C Executive Certificate

Table 3

Commission on Peace Officer Standards and Training
Administration Division
Certificate Section

Certificates Issued By Month

GENERAL PROGRAM

Fiscal Year 1972-73

Month	B	I	A	SUP	MM	ED	AO	T/S	MC	EC	TOTAL
July, 1972	211	236	151	98	1	0	622	671	1	1	1,992
August	380	205	134	324	68	0	408	415	72	7	2,013
September	283	224	108	80	14	0	264	348	9	1	1,331
October	361	141	78	114	69	61	323	1,832	18	1	2,998
November	266	149	79	23	36	37	260	390	22	2	1,264
December	146	90	51	59	61	26	612	397	4	2	1,448
January, 1973	339	149	89	50	91	10	376	636	8	5	1,753
February	235	172	82	33	37	23	0	368	4	1	955
March	393	201	98	0	0	0	0	558	5	0	1,255
April	235	172	90	217	476	49	741	853	21	4	2,858
May	191	133	84	139	180	13	596	547	15	1	1,899
June	268	174	108	23	67	77	75	675	6	2	1,475
TOTAL	3,308	2,046	1,152	1,160	1,100	296	4,277	7,690	185	27	21,241

Key

B Basic
I Intermediate
A Advanced
Sup Supervisor
MM Middle Management

ED Executive Development
AO Advanced Officer
T/S Technical Special
M/C Management Certificate
E/C Executive Certificate

Table 4

Commission on Peace Officer Standards and Training
Administration Division
Certificate Section

Certificates Issued By Month

SPECIALIZED PROGRAM

Fiscal Year 1973-74

*Basis of issuance?
Cost of completion?
if so should list in T/S*

Month	B	I	A	SUP	MM	ED	AO	T/S	TOTAL
July, 1973	31	21	23	0	0	0	0	0	75
August	26	13	17	2	7	0	14	36	115
September	17	13	10	0	2	0	0	2	44
October	7	4	5	7	0	0	0	29	52
November									
December									
January, 1974									
February									
March									
April									
May									
June									
TOTAL									

Key

B Basic
I Intermediate
A Advanced
Sup Supervisor
MM Middle Management

ED Executive Development
AO Advanced Officer
T/S Technical Special

Table 5

Commission on Peace Officer Standards and Training
Administration Division
Certificate Section

Certificates Issued By Month

SPECIALIZED PROGRAM

Fiscal Year 1972-73

*certs of completion
if so should list in T/S.*

Month	B	I	A	SUP	MM	ED	AO	T/S	TOTAL
July, 1972	33	15	23	1	0	0	16	15	103
August	57	43	14	14	11	0	10	2	151
September	38	9	19	7	0	0	0	81	154
October	16	14	9	7	0	0	2	47	95
November	16	10	10	0	0	0	3	25	64
December	31	16	11	10	0	0	10	15	93
January, 1973	60	22	18	4	7	0	1	22	134
February	18	12	16	9	0	0	0	89	144
March	24	25	15	0	0	0	0	14	78
April	35	11	13	4	8	3	1	45	120
May	98	17	9	2	14	0	12	178	330
June	6	0	4	4	7	4	3	39	67
TOTAL	432	194	161	62	47	7	58	572	1,533

Key

B Basic
I Intermediate
A Advanced
Sup Supervisor
MM Middle Management

ED Executive Development
AO Advanced Officer
T/S Technical Special

Table 6

Request \$10,000 Allocation for Computer Use Study in 1974-75 Budget

POST maintains all of its records in conventional files. None are automated. Any information that is now gleaned from the records is obtained by hand tallies. As a result only selected information is made available. To make the most efficient use of data, it is proposed that POST adopt a computerized records program.

In order to determine the best manner in which to proceed in adopting data processing for POST needs, an analysis of the records should be conducted by EDP specialists. Toward this end the matter was discussed with the Department of General Services, Data Processing Center. POST staff was advised that a survey of POST records by the Data Processing Center would cost about \$10,000. To assure that a suitable automated system is developed for POST, it is requested that \$10,000 be budgeted for the purpose of making such a study.

There is a wide range of valuable information contained in POST records that could be efficiently utilized if they were available through computer use. The information, placed in the computer, would serve as a records source as well as used in program development and control, planning, budgeting, administrative decision making, and for statistical use.

For example, the following are areas of interest and totals of data that would be the subject of study and analysis with computer use.

POST record file cards, approximate number in file	120,000
Number of California law enforcement agencies participating in POST training program	405
Approximate number of peace officers currently participating in POST training program	40,000
Number of educational and training institutions currently participating in POST Program	128
Number of certificates issued to law enforcement members in 1972-73 FY	22,774

Amount of money from Peace Officer Training Fund reimbursed to local law enforcement 1972-73 FY \$11,439,596

Number of claims presented to POST by local law enforcement agencies 1972-73 FY 4,924

Number of individual law enforcement officers who received training for which reimbursement claims were made in 1972-73 FY 19,534

Number of training courses currently certified by the Commission 476

Number of training courses presented in 1972-73 FY 1,156

An automated system is essential to fully utilize the mass and variety of information contained in the documents. The following are examples of the type of material that could be made available with the use of the computer.

Input of education, training, and experience for each police member will provide data to determine if individual officer completes training as it relates to subject and time limitations. Such information is necessary for POST to fulfill commission mandates. Also, it is essential in order that there is balanced control of training for Basic, Supervisory, Advanced, Management and technical courses.

Input on education, training, and experience, required for various ranks and positions, in law enforcement versus education, training and experience of individual officers. Many officers are now functioning in positions without benefit of essential training. Such information would be of great value to POST in setting training standards and in upgrading individual officers. This information is not available at this time.

Input on training institutions, training course, and instructors would provide data for control of course certification, course announcement, course content, hours of training, and course critique. Also, evaluation of instructors, as to those areas in which they are prepared to instruct.

Input on reimbursements will provide data on participating agencies, cost distribution - by pay plan, type of expenditure, per hours costs, distribution of training dollar by agency, and various related summaries.

Input on certificates will provide data on type and number of certificates, and to whom issued.

Input on information related to administrative counseling will serve as a data bank concerning management problem solving, such as team policing, communication, manpower allocation and distribution, crime prevention, and records control.

Benefits of computer should expand the use of information now contained in the many documents and records used by POST and should greatly improve the efficiency of operations by possible reduction of personnel, providing statistical data needed by management for purposes of planning, budgeting, control and research.

Revenue

As of October 31, 1973, the accumulated surplus in the Peace Officer Training Fund was \$2,553,301, after all administrative cost for the Fiscal Year had been deducted. However, if POST is to maintain a \$1,500,000 "cushion" there is a net balance of \$1,053,301 available for payment of reimbursements. It is expected that monthly revenue will be greater than the amount expended for reimbursement so an increase in the reserve should result in the months ahead.

For the Fiscal Year 1973-74, it is expected that revenue will be about \$8,500,000. This projection does not include increase under AB 1640. The passage of AB 1640, which was signed into law on October 1, effective January 1, 1974, adds 25¢ to the \$1.00 assessment on \$20. In theory, the 25% increased assessment should add between one and two million dollars in revenue. However, it is not known how the courts will react in this matter. A more accurate evaluation should be possible by April of 1974.

Revenue - Peace Officer Training Fund received by month, Fiscal Year 1973-74

July	Traffic	\$ 175,698.52	
	Criminal	<u>118,154.81</u>	
			\$ 293,853.33
August	Traffic	565,319.60	
	Criminal	<u>273,716.24</u>	
			839,035.84
September	Traffic	397,063.37	
	Criminal	<u>207,296.37</u>	
			604,359.74
October	Traffic	705,737.35	
	Criminal	<u>340,490.71</u>	
			1,046,228.06
Total Revenue - First four months			\$2,783,476.97

1,843,818.84
939,658.13

2.1

Reimbursement for Previous Years

Since the implementation of the POST reimbursement program in 1961 through the Fiscal Year 1972-73, approximately 97,911 men have been trained for which POST expended approximately \$36,738,750 to local jurisdictions.

Below is a yearly breakdown of reimbursements.

<u>Year</u>	<u>Number Trained</u>	<u>Amount</u>
1961 Calendar Year	476	\$ 95,474
1962	1,803	435,494
1963	1,896	483,851
1964	2,596	789,885
1965	2,644	832,372
1966	2,982	989,642
1967	2,850	988,136
	1,395	
1968 January 1 through June 30	1,395	613,247
1968-69 Fiscal Year	5,013	2,712,979
1969-70	16,391	4,025,150
1970-71	19,879	5,133,761
1971-72	21,340	8,747,841
1972-73	18,646	10,890,918
Total	97,911	\$36,738,750

Table 7

Reimbursements from Peace Officer Training Fund - First Quarter Report,
for Fiscal Year 1973-74, Ending September 30, 1973

The quarterly report is on a newly adopted format designed to reflect accumulated data for the fiscal year. A face sheet summarizes the expenditures by course, and shows adjustments. The detailed report, in columnar form, lists all training courses for the 1st Quarter, and shows amount of reimbursement for each course, number of trainees, cost per trainee, man hours of training and number of course presentations.

Of the \$840,232 expended for training in the first quarter, \$417,202 (49.6%) was for the Basic Course.

The total expended in the First Quarter for mandated courses (Basic, Advanced Officer, Supervisory and Middle Management) was \$482,282 (57.4%).

Cost per trainee showed wide variation ranging from a maximum of \$18.69 per hour per trainee for the Executive Development Seminar to \$3.02 per hour per trainee for Total Immersion Spanish Course. The majority of courses ranged between \$5 to \$8 per hour per trainee.

Hours of training is the most reliable quantitative measurement because as a unit of measure it is unchanging. More hours, by far, were devoted to the Basic Course than any other. A total of 126,777 man hours of training were given in the first quarter; of that number 78,160 (61%) man hours were devoted to Basic Course.

Of the 101 courses and seminars listed, 34 were presented one or more times during the quarter; 67 were not presented.

See Table 8 and attachment.

State of California
Department of Justice
Commission on Peace Officer Standards and Training
Administration Division

QUARTERLY REIMBURSEMENTS - Fiscal Year 1973-74
First Quarter Ending September 30, 1973

Course	First Quarter	Second Quarter	Third Quarter	Fourth Quarter	Fiscal Year Total
Basic	\$ 417,202.91				\$ 417,202.91
Advanced Officer	30,167.28				30,167.28
Supervisory Course	8,581.90				8,581.90
Supervisory Seminar	00.00				00.00
Middle Management Course	26,330.43				26,330.43
Middle Management Seminar	67,926.34				67,926.34
Executive Development Course	26,329.92				26,329.92
Executive Development Seminar	34,548.60				34,548.60
Technical/Special Courses (Detail list attached)	229,145.25				229,145.25
Sub-Total	\$ 840,232.63				\$ 840,232.63
Claims for prior years paid from current FY funds	184.40				184.40
Adjustments on prior payments	1,528.40				1,528.40
Audit adjustments by Controller	(-) 10,738.90				(-) 10,738.90
	(-) 12,703.25				(-) 12,703.25
GRAND TOTAL	\$ 818,503.28				\$ 818,503.28

Reimbursements from Peace Officer Training Fund
 Fiscal Year 1973-74
 First Quarterly Report Ending September 30, 1973

State of California - Department of Justice
 COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING
 Administration Division - Claims Audit Section

Course	Amount of Reimbursement					Number of Trainees					Cost Per Trainee		
	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total	1st	2nd	3rd	4th	Total	1st	2nd	3rd
Basic	\$417,202.91				\$ 417,202.91	214				214	\$1949.55		
Advanced Officer	30,167.28				30,167.28	127				127	237.54		
Supervisory Course	8,581.90				8,581.90	12				12	715.16		
Supervisory Seminar													
Middle Management Course	26,330.43				26,330.43	18				18	1462.80		
Middle Management Seminar	67,926.34				67,926.34	174				174	390.38		
Executive Development Course	26,329.92				26,329.92	18				18	1462.77		
Executive Development Seminar	34,548.60				34,548.60	77				77	448.68		
TECHNICAL SPECIAL COURSES													
Administrative Analysis for Police Personnel													
Advanced Accident Investigation													
Advanced Auto Theft Investigation													
Advanced Community Police Relations													
Advanced Criminal Investigation													
Advanced Driver Training	32,736.52				32,736.52	129				129	253.77		
Advanced Investigation for Coroners Case													
Advanced Investigative Photography													
Advanced Latent Fingerprint School	2,364.05				2,364.05	9				9	262.67		
Advanced Narcotic Enforcement (Investigation)													
Advanced Patrol & Special Enforcement Training													
Advanced Traffic Accident Investigation													
Auto Theft Investigation													
Basic Car Plan Leadership School	10,380.24				10,380.24	60				60	173.00		
Basic Narcotic Enforcement													
Basic Police Photography													
Boating Safety & Enforcement													
Bombing Matters													
Breathalyzer Course													
California Civil Disorder Management	505.44				505.44	3				3	168.48		

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Cost Per Trainee					Man Hours of Training					Course Presentations				
1st	2nd	3rd	4th	Total	1st	2nd	3rd	4th	Total	1st	2nd	3rd	4th	Total
1949.55				5.23 1949.55	78,160				78,160	18				18
237.54				6.38 237.54	4,724				4,724	38				38
715.16				7.99 715.16	1,080				1,080	4				4
										1				1
1462.80				13.27 1462.80	1,984				1,984	3				3
390.38				14.26 390.38	4,176				4,176	25				25
1462.77				17.79 1462.77	1,480				1,480	3				3
448.68				12.69 448.68	1,848				1,848	12				12
253.77				10.87 253.77	3,096				3,096	15				15
262.67				6.56 262.67	360				360	2				2
										1				1
173.00				7.20 173.00	1,440				1,440	3				3
168.48				3.52 168.48	141				141	2				2

Reimbursements from Peace Officer Training Fund
Fiscal Year 1973-74
First Quarterly Report Ending September 30, 1973

State of California - Department of Justice
COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING
Administration Division - Claims Audit Section

Course	Amount of Reimbursement					Number of Trainees					Cost Per Tra		
	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total	1st	2nd	3rd	4th	Total	1st	2nd	3rd
Civilian Security Officer School													
Civilian Supervisory School	\$ 2,982.80				\$ 2,982.80	16				16	5186.43		
Communications Dispatchers School, Complaint Dispatchers, etc.													
Community Police Relations													
Coroners Course													
Crime Scene Investigation (Plan D)													
Crime Scene Investigation & Physical Evidence Presentation (Plan B)	24,149.02				24,149.02	32				32	754.66		
Criminal Justice Information Systems	277.10				277.10	1				1	277.10		
Criminal Intelligence Data Analyst													
Criminal Intelligence Data Analyst Workshop													
Criminal Intelligence Collectors													
Criminal Intelligence Collectors Workshop													
Criminal Investigation													
Delinquency Control Institute													
Desk Management School													
Detective School													
Disaster & Riot Control	6,416.06				6,416.06	22				22	291.64		
Drivers Training	7,504.64				7,504.64	66				66	113.71		
Driver Training Instructors Course													
Defensive Tactics for Policewomen	629.60				629.60	2				2	314.80		
Evidence Workshop													
Family Crisis Intervention	20,395.14				20,395.14	89				89	229.16		
Field Command Post Cadre School													
Field Evidence Technician	10,232.20				10,232.20	17				17	601.89		
Field Management Training	3,291.41				3,291.41	28				28	117.55		
Field Probation Training	4,950.25				4,950.25	11				11	450.02		
Field Training Officer													
Fingerprint School													
Firearms Instructors Course	791.00				791.00	3				3	263.67		

Justice
TRAINING
Section

Page 2 of 4

Cost Per Trainee					Man Hours of Training					Course Presentations				
1st	2nd	3rd	4th	Total	1st	2nd	3rd	4th	Total	1st	2nd	3rd	4th	Total
\$186.43				^{4.66} \$186.43	640				640	1				1
										2				2
										4				4
754.66				^{8.20} 754.66	2,944				2,944	8				8
277.10				^{11.54} 277.10	24				24	1				1
				</										

Reimbursements from Peace Officer Training Fund
Fiscal Year 1973-74
First Quarterly Report Ending September 30, 1973

State of California - Department of Justice
COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING
Administration Division - Claims Audit Section

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Page 3 of 4

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State of California - Department of Justice
COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING
Administration Division - Claims Audit Section

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Page 4 of 4

Cost Per Trainee						Man Hours of Training					Course Presentations				
tal	1st	2nd	3rd	4th	Total	1st	2nd	3rd	4th	Total	1st	2nd	3rd	4th	Total
18	\$458.03				302 \$ 458.03	2,727				2,727	3				3
											3				3
											1				1
											1				1
27	303.81				770 303.81	1,064				1,064	1				1
22	173.40				722 173.40	528				528	1				1
87	173.40				173.40	126,777				126,777	2				2
											277				277
1	184.40				230 184.40	80				80	X				X
2	295.00				590 295.00	100				100	X				X
1	186.00				725 186.00	24				24	X				X
8	94.05				522 94.05	144				144	X				X
9	127.125				127.125	127,125				127,125	277				277

Reimbursement for Previous Fiscal Years

Reimbursement claims for previous years, submitted in the current fiscal year (1973-74), for accounting purposes, are considered continuing accounts of the year to which they apply. To reflect accumulated amount expended on claims for those years, supplementary summaries are prepared.

Following are summaries for the two previous fiscal years of 1972-73 and 1971-72. On each face sheet in the upper right hand section of the summary is shown the total reimbursement as of June 30, 1973; below that is the amount reimbursed in the first quarter of the present fiscal year, with the new total.

The new total expended for claims for 1972-73 Fiscal Year is \$11,439,596.06, the largest sum ever reimbursed to local agencies for training in a single year.

Reimbursements for the Fiscal Year 1971-72, increased the new total to \$8,866,010.16.

The attachments on the back of the two face sheets are details of distribution, by amount of reimbursement, number of trainees, and cost per trainee.

See Tables 9 and 10.

Commission on Peace Officer Standards and Training

Administration Division

QUARTERLY REPORT - Supplement for Fiscal Year 1972-73

Reimbursements to local jurisdiction for training which occurred during the Fiscal Year 1972-73, but presented for reimbursement in the First Quarter of the Fiscal Year 1973-74

Total Reimbursement for the Fiscal Year 1972-73, as of June 30, 1973	\$ 10,886,888.39
Reimbursement for the Fiscal Year 1972-73 made during the First Quarter of the Fiscal Year 1973-74	552,707.67
Total Reimbursement for the Fiscal Year 1972-73, as of September 30, 1973	\$ 11,439,596.06

Distribution of reimbursements by course category and fiscal quarter

Course	First Quarter	Second Quarter	Third Quarter	Fourth Quarter	Fiscal Year Total
Basic	\$ 289,292.94				\$289,292.94
Advanced Officer	43,401.11				43,401.11
Supervisory Course	15,458.60				15,458.60
Supervisory Seminar	-0-				-0-
Middle Management Course	31,159.20				31,159.20
Middle Management Seminar	20,088.46				20,088.46
Executive Development Course	7,157.38				7,157.38
Executive Development Seminar	15,053.54				15,053.54
Technical/Special Courses (Detail list attached)	131,096.44				131,096.44
Total	\$ 552,707.67				\$552,707.67

QUARTERLY REPORT - Supplement for Fiscal Year 1972-73

Reimbursements to local jurisdictions for training which occurred during the Fiscal Year 1972-73, but presented for reimbursement in the Second Quarter of the Fiscal Year 1973-74

COURSE	AMOUNT OF REIMBURSEMENT					NUMBER OF TRAINEES					COST PER TRAINEE				
	First Quarter	Second Quarter	Third Quarter	Fourth Quarter	Total	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	Total	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	Total
Basic	\$289,292.94				\$289,292.94	143				143	\$2023.03				\$2023.03
Advanced Officer	43,401.11				43,401.11	162				162	267.91				267.91
Supervisory Course	15,458.60				15,458.60	24				24	644.11				644.11
Supervisory Seminar	-0-				-0-	-0-				-0-	-0-				-0-
Middle Management Course	31,159.20				31,159.20	22				22	1416.33				1416.33
Middle Management Seminar	20,088.46				20,088.46	52				52	386.32				386.32
Executive Develop. Course	7,157.38				7,157.38	4				4	1789.35				1789.35
Executive Develop. Seminar	15,053.54				15,053.54	35				35	430.10				430.10
<u>TECH./SPEC. COURSES</u>															
Admin. Analysis for Police Personnel	560.00				560.00	1				1	560.00				560.00
Adv. Auto Theft Investigation	287.00				287.00	1				1	287.00				287.00

QUARTERLY REPORT - Supplement for Fiscal Year 1972-73

Reimbursements to local jurisdictions for training which occurred during the Fiscal Year 1972-73 but presented for reimbursement in the Second Quarter of the Fiscal Year 1973-74.

COURSE	AMOUNT OF REIMBURSEMENT					NUMBER OF TRAINEES				COST PER TRAINEE					
	First Quarter	Second Quarter	Third Quarter	Fourth Quarter	Total	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	Total	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	Total
Adv. Driver Training	\$ 1,288.74				\$ 1,288.74	5				5	\$ 257.75				\$ 257.75
Auto Theft Invest.	1,743.95				1,743.95	7				7	249.14				249.14
Basic Narcotics Enforcement	2,232.80				2,232.80	3				3	744.27				744.27
Civilian Supervisory School	4,693.20				4,693.20	23				23	204.05				204.05
Community-Police Relations	7,317.00				7,317.00	28				28	261.32				261.32
Criminal Invest.	6,259.20				6,259.20	21				21	298.06				298.06
Criminal Justice Information Systems	1,433.96				1,433.96	7				7	204.85				204.85
Driver Training	4,117.28				4,117.28	46				46	89.51				89.51
Family Crisis Intervention	3,421.12				3,421.12	15				15	228.07				228.07
Field Evidence Tech.	16,363.24				16,363.24	19				19	861.22				861.22
Firearms Instructors Course	2,242.55				2,242.55	6				6	373.76				373.76

Administration Division

QUARTERLY REPORT - Supplement for Fiscal Year 1972 - 73

Reimbursements to local jurisdictions for training which occurred during the Fiscal Year 1972-73 but presented for reimbursement in the Second Quarter of the Fiscal Year 1973-74

COURSE	AMOUNT OF REIMBURSEMENT				NUMBER OF TRAINEES					COST PER TRAINEE					
	First Quarter	Second Quarter	Third Quarter	Fourth Quarter	Total	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	Total	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	Total
Field Management Training	\$ 528.69				\$ 528.69	4				4	\$ 132.17				\$ 132.17
Field Probation Training	8,652.60				8,652.60	22				22	393.30				393.30
Crime Scene Invest. & Phys. Evid. Pres.	5,143.56				5,143.56	7				7	734.79				734.79
Jail Operations	7,129.44				7,129.44	28				28	254.62				254.62
Juvenile Crisis Intervention	3,477.20				3,477.20	9				9	386.36				386.36
Juvenile Law Enforcement Officer	577.70				577.70	4				4	144.43				144.43
Motorcycle Training	2,440.02				2,440.02	4				4	610.01				610.01
P.C. 832	11,790.97				11,790.97	40				40	294.77				294.77
Practical Invest. Case	625.80				625.80	4				4	156.45				156.45
Police Training Officer	2,440.00				2,440.00	4				4	610.00				610.00

State of California
 Department of Justice
 Commission on Peace Officer Standards and Training
 Administration Division

SECTION II

Page 4 of 4

QUARTERLY REPORT - Supplement for Fiscal Year 1972-73

Reimbursements to local jurisdictions for training which occurred during the Fiscal Year 1972-73 but presented for reimbursement in the Second Quarter of the Fiscal Year 1973-74

COURSE	AMOUNT OF REIMBURSEMENT				NUMBER OF TRAINEES					COST PER TRAINEE					
	First Quarter	Second Quarter	Third Quarter	Fourth Quarter	Total	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	Total	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	Total
Protective Services Training	\$ 129.40				\$ 129.40	1				1	\$ 129.40				\$ 129.40
School Resource Officer	468.03				468.03	2				2	234.02				234.02
Disaster & Riot Control	30,878.00				30,878.00	113				113	273.26				273.26
Calif. Civil Disorder Management	1,740.20				1,740.20	13				13	133.86				133.86
Traffic Program Management Instit.	1,894.60				1,894.60	5				5	378.92				378.92
Vice School	762.60				762.60	2				2	381.30				381.30
Workshop on the Mentally Ill	457.59				457.59	2				2	228.80				228.80
TOTAL	\$552,707.67				\$552,707.67	888				888	\$ 622.42				\$ 622.42

State of California
Department of Justice
Commission on Peace Officer Standards and Training

Administration Division

QUARTERLY REPORT - Supplement for Fiscal Year 1971-72

Reimbursements to local jurisdiction for training which occurred during the Fiscal Year 1971-72, but presented for reimbursement in the First Quarter of the Fiscal Year 1973-74

Total Reimbursement for the Fiscal Year 1971-72, as of June 30, 1973	\$8,803,978.47
Reimbursement for the Fiscal Year 1971-72 made during the First Quarter of the Fiscal Year 1973-74	62,031.69
Total Reimbursement for the Fiscal Year 1971-72, as of September 30, 1973	\$8,866,010.16

Distribution of reimbursements by course category and fiscal quarter

Course	First Quarter	Second Quarter	Third Quarter	Fourth Quarter	Fiscal Year Total
Basic	\$ 6,700.92				\$ 6,700.92
Advanced Officer	6,393.20				6,393.20
Supervisory Course	25,197.73				25,197.73
Supervisory Seminar	-0-				-0-
Middle Management Course	1,441.91				1,441.91
Middle Management Seminar	911.85				911.85
Executive Development Course	-0-				-0-
Executive Development Seminar	486.00				486.00
Technical/Special Courses (Detail list attached)	20,900.08				20,900.08
Total	\$ 62,031.69				\$ 62,031.69

Administration Division

QUARTERLY REPORT - Supplement for Fiscal Year 1971-72

Reimbursements to local jurisdictions for training which occurred during the Fiscal Year 1971-72 but presented for reimbursement in the Second Quarter of the Fiscal Year 1973-74

COURSE	AMOUNT OF REIMBURSEMENT				Total	NUMBER OF TRAINEES				COST PER TRAINEE					
	First Quarter	Second Quarter	Third Quarter	Fourth Quarter		1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	Total	
Basic	\$ 6,700.92				\$ 6,700.92	5				5	\$1340.18				\$1340.18
Advanced Officer	6,393.20				6,393.20	30				30	213.11				213.11
Supervisory Course	25,197.73				25,197.73	41				41	614.58				614.58
Supervisory Seminar	-0-				-0-	-0-				-0-	-0-				-0-
Middle Management Course	1,441.91				1,441.91	3				3	480.64				480.64
Middle Management Seminar	911.85				911.85	5				5	182.37				182.37
Executive Develop. Course	-0-				-0-	-0-				-0-	-0-				-0-
Executive Develop. Seminar	486.00				486.00	2				2	243.00				243.00
<u>TECH./SPEC. COURSES</u>															
Arson & Fire Invest.	133.43				133.43	1				1	133.43				133.43
Admin. Analysis for Police Personnel	830.00				830.00	1				1	830.00				830.00

Administration Division

QUARTERLY REPORT - Supplement for Fiscal Year 1971-72

Reimbursements to local jurisdictions for training which occurred during the Fiscal Year 1971-72 but presented for reimbursement in the Second Quarter of the Fiscal Year 1973-74

COURSE	AMOUNT OF REIMBURSEMENT				Total	NUMBER OF TRAINEES					COST PER TRAINEE				
	First Quarter	Second Quarter	Third Quarter	Fourth Quarter		1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	Total	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	Total
Calif. Civil Disorder Management	\$ 1,336.25				\$ 1,336.25	8				8	\$ 167.03				\$ 167.03
Community-Police Relations	10,486.89				10,486.89	57				57	183.98				183.98
Criminal Justice Information Systems	175.00				175.00	1				1	175.00				175.00
Delinquency Control Institute	2,849.51				2,849.51	2				2	1424.76				1424.76
Driver Training	554.31				554.31	1				1	554.31				554.31
Field Evidence Tech.	2,148.00				2,148.00	3				3	716.00				716.00
Juvenile Law Enforcement Officers	164.50				164.50	1				1	164.50				164.50
Narcotics and Dangerous Drugs	223.84				223.84	1				1	223.84				223.84
Criminal Intell. Collectors Course	84.00				84.00	2				2	42.00				42.00
Teaching Law to the Police Officer	191.15				191.15	1				1	191.15				191.15

Administration Division

QUARTERLY REPORT - Supplement for Fiscal Year 1971-72

Reimbursements to local jurisdictions for training which occurred during the Fiscal Year 1971-72 but presented for reimbursement in the Second Quarter of the Fiscal Year 1973-74

COURSE	AMOUNT OF REIMBURSEMENT					NUMBER OF TRAINEES					COST PER TRAINEE				
	First Quarter	Second Quarter	Third Quarter	Fourth Quarter	Total	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	Total	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	Total
Team Building Workshop (formerly Human Devel. Clinic)	\$ 1,500.00				\$ 1,500.00	14				14	\$ 107.14				\$ 107.14
Weaponless Defense & Baton Instructors	223.20				223.20	1				1	223.20				223.20
TOTAL	\$ 62,031.69				\$ 62,031.69	189				189	328.21				328.21

Distribution of Reimbursements by Category - First Quarter FY 1973-74

The amount, \$840,232.63, disbursed for the first quarter ending September 30, 1973, reflect 100% reimbursement for all categories, i. e., subsistence, travel, tuition, commuter allowance, and salary.

The first quarter shows a 76% salary reimbursement which is considerably lower than that reflected in samplings of 93% for the 1972-73 Fiscal Year made earlier. Tuition is higher than earlier estimates. It appears that each month the figures are subject to wide variations, depending on what agencies submit claims. We yet do not have enough data in this area to project with accuracy the allocation by category.

October figures contain claims with reimbursement under the old policy of 100% for all categories as well as the new policy which provides 100% for all categories, except salary, reduced to 60% reimbursement.

Reimbursement for October amounted to \$519,607.43, bringing the total for the first four months of the Fiscal Year 1973-74 to \$1,359,840.06.

See Table 11.

Distribution by Category of Reimbursement
from Peace Officer Training Fund
Fiscal Year 1973-74

State of California - Department of Justice
COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING
Administration Division - Claims Audit Section

Month	Amount of Reimbursement	Subsistence		Travel		Tuition		Commuter Allowance		Salary	
		Amount	%	Amount	%	Amount	%	Amount	%	Amount	%
July	34,040.59	2,828.73	8	1,523.37	4.5	13,262.00	39	120.09	.5	16,306.40	48
August	285,492.83	13,662.61	4.5	3,100.64	1.0	35,511.00	12	498.35	.5	232,720.23	82
September	520,699.21	42,797.85	8	10,301.11	2	77,244.99	15	908.09	0	389,447.17	75
Quarter Total	840,232.63	59,288.19	7.1	14,925.12	1.8	126,017.99	14.9	1,526.53	0.2	638,473.80	76.0
October	519,607.43	52,439.22	10.1	9,363.41	2.0	88,920.00	17.0	1,835.12	0.5	365,082.67	70%

Reimbursement Claims Processed by Month - First Four Months FY 1973-74

The top section of the table shows the number of claims received and completed during the first four months of the Fiscal Year 1972-73. The lower section shows the total money disbursed for the current year as well as the previous two years.

See Table 12.

ADMINISTRATION DIVISION - CLAIMS AUDIT SECTION

Reimbursement Claims Processed by Month

Fiscal Year 1973-74

	Year	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
New Claims Received	71-72	0	0	0	5									
	72-73	323	93	53	24									
	73-74	40	181	321	461									
Total		363	274	374	490									
Claims Returned to Claimant for Correction		43	11	78	110									
Corrected Claims Returned by Claimant		66	19	102	75									
Claims Completed and Forwarded to Justice Fiscal Office	71-72	0	0	53	0									
	72-73	0	71	47	20									
	73-74	0	0	463	362									
Total		0	71	663	382									

MONTH	1971-72	1972-73	1973-74
July	-0-	-0-	-0-
August	-0-	234,134.74	-0-
September	62,031.69	318,572.93	840,232.63
October	-0-	70,182.56	519,607.43
November			
December			
January			
February			
March			
April			
May			
June			
TOTALS	62,031.69	622,890.23	1,359,840.06

Table 12

Hours of Training for Basic Course

There are variations among training institutions as to the number of training hours given in the Basic Course. The POST policy is to reimburse a maximum of 400 hours per course. The following lists, by month, the number of man hours of Basic training for which reimbursement was made as well as the total number of hours given. The data indicates that POST is reimbursing an average of 58% of the cost for Basic training.

<u>1973</u>	<u>Basic Training Man Hours Reimbursed</u>	<u>Total Man Hours of Basic Training</u>	<u>Percent of Reimbursement</u>
July	400	800	50%
August	32,024	56,952	56%
September	45,736	71,209	64%
October	<u>34,040</u>	<u>63,654</u>	53%
Total	112,200	192,615	

Summary, by Agency, of Reimbursement from Peace Officer Training Fund to Local Law Enforcement Agencies for Fiscal Year 1972-73

For the Fiscal Year 1972-73, as of July 1, 1973, \$10,886,888 of the Peace Officer Training Fund was reimbursed for cost of training to local law enforcement agencies.

A 1972 POST survey indicated that there were 38,529 peace officers in local police and sheriffs departments in California. In the Fiscal Year 1972-73, an average of approximately \$282.66 was expended from the Peace Officer Training Fund for each officer.

How is the POST training dollar spent? The attached summary reflects the extent and variation of the distribution of the funds among recipient agencies. In the first column of the attached summary listed law enforcement agencies that received reimbursements in the Fiscal Year 1972-73. The second column indicates the number of peace officers in each of the listed agencies. The third column shows the amount of funds actually reimbursed to each agency in the Fiscal Year 1972-73. The fourth column shows the amount an agency would receive from Peace Officer Training Fund if \$282.66 had been reimbursed for each member of the agency. The extreme right column is the difference, (either plus or minus) between the actual amount received by the agency, and the amount of \$282.66 times the number of officers in the agency.

Forty law enforcement agencies (10%), in the state with a total of 348 personnel did not receive any reimbursement for training for the Fiscal Year 1972-73. Of that number, 23 agencies who participate in the POST Program did not request or receive reimbursement for training. The remaining 17 agencies were not in the POST Program.

There were 215 jurisdictions that received more than the "average" of \$282.66 per police member, and 151 that received less. Wide variations are shown in the amounts received. For example, differences range from \$211,219 more than the average for the City of San Jose, to \$543,125 less than the average for the City of Los Angeles. ✓

There are several factors that influence the amount, kind, and variety of training that the personnel in an agency may receive. For example, training which is "mandated" by the Commission, such as Basic, Advanced Officer, Supervisory, and Middle Management must be given to specific categories of personnel. Meeting mandated training requirements may result in a high reimbursement. Career incentive programs and certificate awards may also encourage accelerated training in a department.

However, the wide range of variation in reimbursement should be one of continued evaluation to assure that the present combination of "mandated" and voluntary training is in conformance with the intent of Section 13523 Penal Code. "The Commission shall grant aid only on a basis that is equally proportionate among cities, counties and districts. . . ."

(See following summary.)

State of California
Commission on Peace Officer Standards and Training

The following departments in the POST Program did not request reimbursement from the Peace Officer Training Fund for the Fiscal Year 1972-73.

<u>Agency</u>	<u>Sworn</u>
1. Adelanto Police	3
2. Alpine County	5
3. Biggs Police	6
4. Broadmoore Police	9
5. Dos Palos Police	7
6. Dunsmuir Police	6
7. Firebaugh Police	7
8. Fowler Police	4
9. Grass Valley Police	13
10. Holtville Police	10
11. Ione Police	11
12. Nevada City Police	6
13. Oakdale Police	11
14. Orange Cove Police	8
15. Parlier Police	5
16. Roseville Police	27
17. Ross Police	7
18. San Juan Bautista Police	2
19. Santa Paula Police	31
20. Scotts Valley Police	7
21. Shasta County	72
22. Waterford Police	6
23. Woodlake Police	6
	<u>269</u>

The following departments did not receive reimbursement for the Fiscal Year 1972-73 because they are not in the POST Program.

<u>Agency</u>	<u>Sworn</u>
1. Calexico Police	21
2. Colfax Police	3
3. Colma Police	
4. Dorris Police	2
5. Etna Police	1
6. Ferndale Police	2
7. Fort Jones Police	
8. Guadalupe Police	7
9. Huron Police	5
10. Imperial Police	11
11. Isleton Police	2
12. Livingston Police	7
13. McFarland Police	5
14. Montague Police	3
15. Sutter Creek Police	5
16. Tulelake Police	2
17. Westmorland Police	3
	<u>79</u>

State of California
Commission on Peace Officer Standards and Training

Administration Division

Reimbursements to Local Agencies for the Fiscal Year 1972-73

<u>Agency</u>	<u>Number of Officers</u>	<u>Amount Reimb.</u>	<u>Amount at \$282.66 Per Member</u>	<u>Plus</u>
Alameda Police	89	\$ 40,787.98	\$25,256.74	\$ 15,631.24
Alturas Police	5	4,775.20	1,413.30	3,361.90
Anaheim Police	260	121,790.79	73,491.60	48,299.19
Anderson Police	11	5,113.40	3,109.26	2,004.14
Angels Camp Police	3	3,440.68	847.98	2,592.70
Antioch Police	42	13,564.88	11,871.72	1,693.16
Arcadia Police	68	24,263.41	19,220.88	5,043.53
Arcata Police	13	8,332.40	3,674.58	4,657.82
Arroyo Grande	8	9,618.56	2,261.28	7,357.28
Arvin Police	7	7,643.00	1,978.62	5,664.38
Atherton Police	19	8,034.70	5,370.54	2,664.16
Azusa Police	51	18,986.76	14,415.66	4,571.10
Alameda County	484	224,827.12	136,807.49	88,019.68
Amador County	14	5,082.20	3,957.24	1,124.96
Banning Police	24	7,554.60	6,783.84	760.76
Barstow Police	27	9,116.04	7,631.82	1,484.22
Beaumont Police	13	4,685.62	3,674.58	1,011.04
Bell Police	27	10,925.20	7,631.82	3,293.38
Belmont Police	27	13,833.06	7,631.82	6,201.24
Belvedere Police	6	4,699.20	1,695.96	3,003.24
Berkeley Police	215	90,505.04	60,771.90	29,733.14
Bishop Police	9	11,845.70	2,543.94	9,301.76
Blythe Police	18	7,404.14	5,087.88	2,316.26
Brawley Police	21	6,363.40	5,935.86	427.54
Brea Police	34	15,227.45	9,610.44	5,617.01
Brentwood Police	6	3,052.04	1,695.96	1,356.08
Brisbane Police	10	5,725.80	2,826.60	2,899.20
Burbank Police	130	42,296.91	36,745.80	5,551.11
California City Police	8	8,038.78	2,261.28	5,770.50
Campbell Police	28	16,374.17	7,914.48	8,459.69
Carlsbad Police	21	18,140.18	5,935.86	12,204.32
Chino Police	30	15,774.82	8,479.80	7,295.02
Claremont Police	23	9,804.70	6,501.18	3,303.52
Clayton Police	3	944.70	847.98	96.72
Cloverdale Police	7	4,314.60	1,978.62	2,335.98
Coachella Police	15	4,531.80	4,239.90	291.90
Colusa Police	6	2,804.99	2,695.96	1,109.03
Compton Police	147	41,677.57	41,551.02	126.55

Commission on Peace Officer Standards and Training

Administration Division

Reimbursements to Local Agencies for the Fiscal Year 1972-73

<u>Agency</u>	<u>Number of Officers</u>	<u>Amount Reimb.</u>	<u>Amount at \$282.66 Per Member</u>	<u>Plus</u>
Concord Police	100	\$ 50,700.35	\$ 28,266.00	\$ 22,434.35
Corning Police	7	3,552.00	1,978.62	1,573.38
Corona Police	44	12,630.38	12,437.04	193.34
Coronado Police	32	10,167.80	9,045.12	1,122.68
Corte Madera Police	14	4,551.82	3,957.24	594.58
Costa Mesa	141	54,684.23	39,855.06	14,829.17
Cotati Police	5	2,486.08	1,413.30	1,072.78
Covina Police	45	29,444.67	12,719.70	16,724.97
Crescent City Police	10	5,857.04	2,826.60	2,030.44
Culver City Police	57	26,010.14	16,111.62	9,898.52
Cypress Police	46	33,002.68	13,002.36	20,000.32
Contra Costa County	279	87,559.41	78,862.14	8,697.27
Davis Police	33	9,382.69	9,327.78	54.91
Delano Police	25	7,729.50	7,066.50	663.00
Del Rey Oaks Police	6	6,622.88	1,695.96	4,926.92
Dinuba Police	15	9,916.30	4,239.90	5,676.40
Downey Police	100	29,090.79	28,266.00	824.79
Del Norte County	22	6,779.24	6,218.52	560.72
El Monte Police	83	26,778.71	23,460.78	3,317.93
El Segundo Police	58	27,920.86	16,394.28	11,526.58
El Dorado County	78	33,651.84	22,047.48	11,604.36
Fairfax Police	10	4,222.52	2,826.60	1,395.92
Fairfield Police	50	15,518.25	14,133.00	1,385.25
Fillmore Police	14	3,984.74	3,957.24	27.50
Folsom Police	11	13,524.53	3,109.26	10,415.27
Fort Bragg Police	10	5,689.10	2,826.60	2,862.50
Fortuna Police	8	5,206.90	2,261.28	2,945.62
Foster City Police	40	26,850.80	11,306.40	15,544.40
Fremont Police	112	63,822.76	31,657.92	32,164.84

Commission on Peace Officer Standards and Training

Administration Division

Reimbursements to Local Agencies for the Fiscal Year 1972-73

<u>Agency</u>	<u>Number of Officers</u>	<u>Amount Reimb.</u>	<u>Amount at \$282.66 Per Member</u>	<u>Plus</u>
Glendale Police	161	\$ 61,527.47	\$ 45,508.26	\$ 16,019.21
Glendora Police	40	14,936.30	11,306.40	3,629.90
Grass Valley Police	13	4,914.34	3,674.58	1,239.76
Gridley Police	9	5,924.80	2,543.94	3,380.86
Grover City Police	7	11,083.55	1,978.62	9,104.93
Hawthorne Police	60	19,322.41	16,959.60	2,362.81
Hayward Police	107	37,341.90	30,244.62	7,097.28
Healdsburg Police	11	5,821.25	3,109.26	2,711.99
Hollister Police	12	6,487.32	3,391.92	3,095.40
Huntington Beach Police	148	67,226.59	41,833.68	25,392.91
Inglewood Police	150	81,734.65	42,399.00	39,335.65
Irwindale Police	15	8,229.49	4,239.90	3,989.59
Jackson Police	5	3,319.20	1,413.30	1,905.90
Kensington Police	8	2,387.92	2,261.28	126.64
Kerman Police	6	2,611.67	1,695.96	915.71
Laguna Beach Police	42	15,730.71	11,871.72	3,858.99
La Habra Police	45	14,109.16	12,719.70	1,389.46
Lakeport Police	6	4,038.48	1,695.96	2,342.52
La Mesa Police	45	12,811.90	12,719.70	92.20
La Palma Police	17	8,739.18	4,805.22	3,933.96
Larkspur Police	15	7,652.55	4,239.90	3,412.65
La Verne Police	18	10,737.36	5,087.88	5,649.48
Lincoln Police	6	5,569.00	1,695.96	3,873.04
Lindsay Police	11	3,563.00	3,109.26	453.74

Administration Division

Reimbursements to Local Agencies for the Fiscal Year 1972-73

<u>Agency</u>	<u>Number of Officers</u>	<u>Amount Reimb.</u>	<u>Amount at \$282.66 Per Member</u>	<u>Plus</u>
Livermore Police	37	\$ 28,768.43	\$ 10,458.42	\$ 18,310.01
Lodi Police	42	18,034.19	11,871.72	6,162.47
Los Alamitos Police	19	9,308.92	5,370.54	3,938.38
Los Banos Police	17	6,566.20	4,805.22	1,760.98
Los Gatos Police	27	14,028.33	7,631.82	6,396.51
Lynwood Police	52	16,649.35	14,698.32	1,951.03
Manhattan Beach Police	52	16,692.10	14,698.32	1,993.78
Manteca Police	23	8,066.03	6,501.18	1,564.85
Maricopa Police	2	1,704.00	565.32	1,138.68
Martinez Police	25	13,523.13	7,066.50	6,456.63
Mendota Police	10	3,304.28	2,826.60	477.68
Menlo Park Police	34	22,480.46	9,610.44	12,870.02
Mill Valley Police	16	4,873.86	4,522.56	351.30
Montclair Police	38	26,855.18	10,741.08	16,114.10
Montebello Police	56	35,677.00	15,828.96	19,848.04
Monterey Police	44	13,585.76	12,437.04	1,148.72
Monterey Park Police	72	28,545.71	20,351.52	8,194.19
Morgan Hill Police	14	7,991.25	3,957.24	4,034.01
Mount Shasta Police	6	1,859.00	1,695.96	163.04
Mountain View Police	61	28,823.96	17,242.26	11,581.70
Madera County	32	11,185.14	9,045.12	2,140.02
Mendocino County	73	27,987.44	20,634.18	7,353.26
Modoc County	12	4,544.52	3,391.92	1,152.60
Mono County	26	10,383.65	7,349.16	3,034.49
Napa Police	53	20,863.40	14,980.98	5,882.42
National City Police	54	28,221.19	15,263.64	12,957.55
Newark Police	31	9,764.84	8,762.46	1,002.38
Newman Police	6	4,178.25	1,695.96	2,482.29
Novato Police	29	8,801.29	8,197.14	604.15
Oakland Police	726	298,125.70	205,211.16	92,914.54
Oceanside Police	81	41,121.98	22,895.46	18,226.52
Orange Police	106	41,340.12	29,961.96	11,378.16
Oroville Police	19	7,921.04	5,370.54	2,550.50
Oxnard Police	97	34,106.38	27,418.02	6,688.36

State of California
Commission on Peace Officer Standards and Training

Administration Division

Reimbursements to Local Agencies for the Fiscal Year 1972-73

<u>Agency</u>	<u>Number of Officers</u>	<u>Amount Reimb.</u>	<u>Amount at \$282.66 Per Member</u>	<u>Plus</u>
Orange County	455	\$ 132,630.61	\$ 128,610.30	\$ 4,020.31
Pacifica Police	37	18,485.69	10,458.42	8,027.27
Palm Springs Springs	59	24,859.76	16,676.94	8,182.82
Palo Alto Police	95	40,445.43	26,852.70	13,592.73
Paso Robles Police	13	5,400.36	3,674.58	1,725.78
Patterson Police	6	5,121.28	1,695.96	3,425.32
Petaluma Police	32	15,253.62	9,045.12	6,208.50
Piedmont Police	21	6,695.02	5,935.86	749.16
Pismo Beach Police	9	6,184.02	2,543.94	3,640.08
Pittsburg Police	35	18,230.34	9,893.10	8,337.24
Placentia Police	31	16,464.60	8,762.46	7,702.14
Placerville Police	19	8,272.06	5,370.54	2,901.52
Pleasanton Police	23	13,554.60	6,501.18	7,053.42
Pomona Police	121	35,150.99	34,201.86	949.13
Port Hueneme Police	15	4,475.20	4,239.90	235.30
Placer County	77	36,570.06	21,764.82	14,805.24
Plumas County	30	20,715.38	8,479.80	12,235.58
Red Bluff Police	18	5,169.62	5,087.88	81.74
Redding Police	31	10,510.70	8,762.46	1,748.24
Redlands Police	55	16,148.87	15,546.30	602.57
Redwood City Police	68	20,211.27	19,220.88	990.39
Richmond Police	159	91,796.71	44,942.94	46,853.77
Ridgecrest Police	14	12,916.28	3,957.24	8,959.04
Rio Dell Police	6	6,512.20	1,695.96	4,816.24
Rio Vista Police	7	3,852.44	1,978.62	1,873.82
Ripon Police	6	4,340.75	1,695.96	2,644.79
Riverbank Police	8	5,179.80	2,261.28	2,918.52
Riverside Police	221	72,845.33	62,467.86	10,377.97
Rocklin Police	4	2,076.16	1,130.64	945.52
Sacramento Police	523	198,890.06	147,831.18	51,085.88
San Anselmo Police	17	5,191.50	4,805.22	386.28
San Bruno Police	47	18,820.72	13,285.02	5,535.70
San Clemente Police	42	33,234.17	11,871.72	21,362.45
San Diego Police	1,038	375,785.92	293,401.08	82,384.84
San Jacinto Police	11	4,193.62	3,109.26	1,084.36

Commission on Peace Officer Standards and Training

Administration Division

Reimbursements to Local Agencies for the Fiscal Year 1972-73

<u>Agency</u>	<u>Number of Officers</u>	<u>Amount Reimb.</u>	<u>Amount at \$282.66 Per Member</u>	<u>Plus</u>
San Jose Police	620	\$ 386,468.42	\$175,249.20	\$ 211,219.22
San Leandro Police	86	32,382.10	24,308.76	8,073.34
San Marino Police	29	9,816.09	8,197.14	1,618.95
San Mateo Police	111	34,237.15	31,375.26	2,861.89
San Rafael Police	65	28,830.16	18,372.90	10,457.26
Santa Barbara Police	105	50,579.22	29,679.22	20,899.92
Sausalito Police	21	7,713.62	5,935.86	1,777.76
Seal Beach Police	43	17,961.83	12,154.38	5,807.45
Sierra Madre Police	17	9,890.99	4,805.22	5,085.77
Simi Valley Police	31	9,066.87	8,762.46	304.41
Sonoma Police	10	3,226.30	2,826.60	399.70
Sonora Police	12	7,278.90	3,391.92	3,886.98
Southgate Police	88	54,316.63	24,874.08	29,442.55
South Lake Tahoe Police	37	11,690.86	10,458.42	1,232.44
South Pasadena Police	34	12,110.41	9,610.44	2,499.97
South San Francisco Police	63	24,593.06	17,807.58	6,785.48
Stanton Police	31	9,336.58	8,762.46	574.12
Stockton Police	198	114,808.13	55,966.68	58,841.45
Sunnyvale Police	156	50,670.00	44,094.96	6,575.04
Susanville Police	9	2,949.80	2,543.94	405.86
Suisun City Police	9	6,638.40	2,543.94	4,094.46
Sacramento County	574	293,899.66	162,246.84	131,652.82
San Bernardino County	523	223,243.85	147,831.18	75,412.67
San Francisco County	203	72,525.85	57,379.98	15,145.87
San Joaquin County	237	136,981.96	66,990.42	69,991.54
Santa Clara County	468	187,757.67	132,284.88	55,472.79
Santa Cruz County	98	40,701.86	27,700.68	13,001.18
Sierra County	12	6,222.94	3,391.92	2,831.02
Siskiyou County	33	11,905.23	9,327.78	2,577.45
Sutter County	42	12,055.90	11,871.72	184.18
Tehachapi Police	8	6,263.09	2,261.28	4,001.81
Tiburon Police	12	9,863.45	3,391.92	6,471.53
Torrence Police	190	60,514.91	53,705.40	6,809.51
Tracy Police	21	16,731.50	5,935.86	10,795.64
Tustin Police	38	16,043.74	10,741.08	5,302.66
Trinity County	16	5,148.85	4,522.56	626.29
Tuolumne County	31	16,578.96	8,762.46	7,816.50

State of California
Commission on Peace Officer Standards and Training

Administration Division

Reimbursements to Local Agencies for the Fiscal Year 1972-73

<u>Agency</u>	<u>Number of Officers</u>	<u>Amount Reimb.</u>	<u>Amount at \$282.66 Per Member</u>	<u>Plus</u>
Upland Police	42	\$ 14,605.10	\$ 11,871.72	\$ 2,732.38
Vacaville Police	28	12,335.28	7,914.48	4,420.80
Vallejo Police	92	50,501.01	26,004.72	24,496.29
Ventura Police	85	50,410.66	24,026.10	26,384.56
Vernon Police	63	18,348.00	17,807.58	540.42
Visalia Police	42	11,980.40	11,871.72	108.68
Walnut Creek Police	59	24,294.86	16,676.94	7,617.92
Watsonville Police	32	12,473.34	9,045.12	3,428.22
Weed Police	8	3,637.88	2,261.28	1,376.60
West Covina Police	77	25,201.89	21,764.82	3,437.07
Westminster Police	63	18,656.58	17,807.58	849.00
Wheatland Police	5	4,638.90	2,423.30	3,225.60
Williams Police	5	1,808.37	1,413.30	1,395.07
Willows Police	7	4,167.40	1,978.62	2,188.78
Woodland Police	33	10,561.20	9,327.78	1,233.42
Yreka Police	14	7,514.72	3,957.24	3,557.48
Yuba City Police	24	11,719.38	6,783.84	4,935.54
Yolo County	93	8,137.50	10,458.42	2,320.92

Commission on Peace Officer Standards and Training

Administration Division

Reimbursements to Local Agencies for the Fiscal Year 1972-73

<u>Agency</u>	<u>Number of Officers</u>	<u>Amount Reimb.</u>	<u>Amount at \$282.66 Per Member</u>	<u>Minus</u>
Albany Police	25	\$ 5,361.76	\$ 7,066.50	\$ 1,704.74
Alhambra Police	86	7,144.30	24,308.76	27,264.46
Atwater Police	12	1,199.30	3,391.92	2,192.62
Auburn Police	14	3,648.26	3,957.24	308.98
Bakersfield Police	149	34,648.65	42,116.34	7,467.69
Baldwin Park Police	57	6,817.12	16,111.62	9,294.50
Bell Gardens Police	42	11,257.36	11,871.72	614.36
Benicia Police	21	5,521.10	5,935.86	414.76
Beverly Hills Police	85	22,927.03	24,026.10	1,099.07
Buena Park Police	103	11,904.55	29,113.98	17,209.43
Burlingame Police	39	6,787.32	11,023.74	4,236.42
Butte County	82	22,471.72	23,178.12	706.40
Calipatria Police	6	60.00	1,695.96	1,635.96
Calistoga Police	6	600.00	1,695.96	1,095.96
Capitola Police	12	3,100.00	3,391.92	291.92
Carmel Police	20	1,685.90	5,653.20	3,967.30
Carpinteria Police	11	142.44	3,109.26	2,966.82
Ceres Police	15	1,005.00	4,239.90	3,234.90
Chico Police	33	9,230.30	9,327.78	97.48
Chowchilla Police	13	2,840.00	3,674.58	834.58
Chula Vista Police	81	15,338.89	22,895.46	7,556.57
Clovis Police	21	2,462.60	5,935.86	3,473.26
Coalinga Police	8	1,702.79	2,261.28	558.49
Colton Police	40	2,487.00	11,306.40	8,819.40
Corcoran Police	10	2,388.20	2,826.60	438.40
Calaveras County	29	3,523.50	8,197.14	4,673.64
Colusa County	24	3,654.22	6,783.84	3,129.62
Daly City Police	82	15,381.43	23,178.12	7,796.69
Dixon Police	9	1,541.34	2,543.94	1,002.60

Administration Division

Reimbursements to Local Agencies for the Fiscal Year 1972-73

<u>Agency</u>	<u>Number of Officers</u>	<u>Amount Reimb.</u>	<u>Amount at \$282.66 Per Member</u>	<u>Minus</u>
El Cajon Police	76	\$ 4,004.80	\$ 21,482.46	\$ 17,477.36
El Centro Police	35	2,140.20	9,893.10	7,752.90
El Cerrito Police	36	4,694.63	10,175.76	5,481.13
Emeryville Police	20	1,392.32	5,653.20	4,260.88
Escalon Police	6	415.36	1,695.96	1,280.60
Escondido Police	46	12,904.10	13,002.36	98.26
Eureka Police	36	6,769.39	10,175.76	3,406.37
Exeter Police	7	1,728.90	1,978.62	249.72
Farmersville Police	6	241.40	1,695.96	1,454.56
Fontana Police	31	8,688.48	8,762.46	73.98
Fountain Valley Police	36	6,321.64	10,175.76	3,854.12
Fresno Police	321	56,330.26	90,733.86	34,403.60
Fullerton Police	120	19,247.00	33,919.20	14,672.20
Fresno County	288	33,700.13	81,406.08	47,705.95
Galt Police	6	379.00	1,695.96	1,316.96
Garden Grove Police	126	34,572.81	35,615.16	1,042.35
Gardena Police	73	14,058.17	20,634.18	6,576.01
Gilroy Police	23	3,255.00	6,501.18	3,246.18
Gonzales Police	5	72.60	1,413.30	1,340.70
Gustine Police	6	1,423.60	1,695.96	272.36
Glenn County	23	5,964.00	6,501.18	537.18
Half Moon Bay Police	9	868.20	2,543.94	1,675.74
Hanford Police	25	3,679.90	7,066.50	3,386.60
Hemet Police	26	6,915.99	7,349.16	433.17
Hermosa Beach Police	35	2,857.92	9,893.10	7,035.18
Hillsborough Police	18	3,721.40	5,087.88	1,366.48
Huntington Park Police	52	13,734.95	14,698.32	963.37
Humboldt County	90	24,590.22	25,439.40	849.18

Commission on Peace Officer Standards and Training

Administration Division

Reimbursements to Local Agencies for the Fiscal Year 1972-73

<u>Agency</u>	<u>Number of Officers</u>	<u>Amount Reimb.</u>	<u>Amount at \$282.66 Per Member</u>	<u>Minus</u>
Imperial Beach Police	25	\$ 3,100.88	\$ 7,066.50	\$ 3,965.62
Indio Police	36	5,080.60	10,175.76	5,095.16
Imperial County	64	8,630.92	18,090.24	9,459.32
Inyo County	31	8,524.02	8,762.46	238.44
King City Police	9	1,477.09	2,543.94	1,066.85
Kingsburg Police	11	481.70	3,109.26	2,627.56
Kern County	235	49,925.80	66,425.10	16,499.30
Kings County	46	10,714.60	13,002.36	2,287.76
Lemoore Police	10	2,038.12	2,826.60	788.48
Live Oak Police	6	1,456.00	1,695.96	239.96
Lompoc Police	44	7,543.97	12,437.04	4,893.07
Los Altos Police	23	2,940.00	6,501.18	3,561.18
Los Angeles Police	7,064	1,453,584.44	1,996,710.24	543,125.80
Long Beach Police	637	142,533.10	180,054.42	37,521.32
Lake County	47	9,368.10	13,285.02	3,916.92
Lassen County	16	4,133.60	4,522.56	388.96
Los Angeles County	5,166	1,448,524.88	1,460,221.56	11,696.68
Madera Police	26	5,496.93	7,349.16	1,852.23
Marysville Police	29	6,784.83	8,197.14	1,412.31
Maywood Police	20	2,151.71	5,653.20	3,501.49
Merced Police	45	11,499.64	12,719.70	1,220.06
Millbrae Police	20	1,476.40	5,653.20	4,176.80
Milpitas Police	32	5,541.16	9,045.12	3,503.96
Modesto Police	102	13,402.98	28,831.32	15,428.34
Monrovia Police	58	8,853.92	16,394.28	7,540.36
Morro Bay Police	15	377.60	4,239.90	3,862.30
Marin County	142	33,049.49	40,137.72	7,088.23
Mariposa County	12	2,250.20	3,391.92	1,141.72
Merced County	58	5,310.60	16,394.28	11,083.68
Monterey County	144	29,166.27	40,703.04	11,536.77

State of California
Commission on Peace Officer Standards and Training

Administration Division

Reimbursements to Local Agencies for the Fiscal Year 1972-73

<u>Agency</u>	<u>Number of Officers</u>	<u>Amount Reimb.</u>	<u>Amount at \$282.66 Per Member</u>	<u>Minus</u>
Needles Police	10	\$ 384.75	\$ 2,826.60	\$ 2,441.85
Newport Beach Police	108	30,454.52	30,527.28	72.76
Napa County	51	8,238.84	14,415.66	6,176.82
Nevada County	35	6,174.08	9,893.10	3,719.02
Ojai Police	15	3,458.84	4,239.90	781.06
Ontario Police	85	6,655.91	24,026.10	17,370.19
Orland Police.	9	2,427.20	2,543.94	116.74
Pacific Grove Police	20	3,571.58	5,653.20	2,081.62
Palos Verdes Estates Police	21	2,241.00	5,935.86	3,694.86
Pasadena Police	193	53,992.56	54,553.38	560.82
Perris Police	10	2,406.89	2,826.60	419.71
Pinole Police	17	3,629.20	4,805.22	1,176.02
Pleasant Hill Police	32	1,541.50	9,045.12	7,503.62
Porterville Police	25	3,573.13	7,066.50	3,493.37
Redondo Beach Police	67	16,864.43	18,938.22	2,073.79
Reedley Police	11	3,044.20	3,109.26	65.06
Rialto Police	36	8,483.05	10,175.76	1,692.71
Rohnert Park Police	9	742.60	2,543.94	1,801.34
Riverside County	308	58,452.07	87,059.28	28,607.21
Saint Helena Police	7	1,685.66	1,978.62	292.96
Salinas Police	80	10,135.30	22,612.80	12,477.50
San Bernardino Police	198	47,391.48	55,966.68	8,575.20
San Carlos Police	28	2,444.05	7,914.48	5,470.43
San Fernando Police	30	8,159.19	8,479.80	320.61
San Francisco Police	1,919	369,988.01	542,424.54	172,436.53
San Gabriel Police	48	1,722.04	13,567.68	11,845.64
San Luis Obispo Police	35	1,492.80	9,893.10	8,400.30

Commission on Peace Officer Standards and Training

Administration Division

Reimbursements to Local Agencies for the Fiscal Year 1972-73

<u>Agency</u>	<u>Number of Officers</u>	<u>Amount Reimb.</u>	<u>Amount at \$282.66 Per Member</u>	<u>Minus</u>
San Pablo Police	36	4,341.32	10,175.76	5,834.44
Sand City Police	2	150.00	565.32	415.32
Sanger Police	19	3,468.00	5,370.54	1,902.54
Santa Ana Police	207	42,966.43	58,510.62	15,544.19
Santa Clara Police	103	24,090.76	29,113.98	5,023.22
Santa Cruz Police	51	14,093.06	14,415.66	322.60
Santa Maria Police	43	6,497.33	12,154.38	5,657.05
Santa Monica Police	132	32,649.00	37,311.12	4,662.12
Santa Rosa Police	57	7,742.93	16,111.62	8,368.69
Seaside Police	33	8,642.30	9,327.78	685.48
Sebastopol Police	9	1,215.20	2,543.94	1,328.74
Selma Police	13	360.80	3,674.58	3,313.78
Shafter Police	9	1,740.00	2,543.94	803.94
Signal Hill Police	23	5,028.15	6,501.18	1,473.03
Soledad Police	8	1,901.00	2,261.28	360.28
San Benito County	14	3,719.92	3,957.24	237.32
San Diego County	582	159,659.89	164,508.12	4,848.23
San Luis Obispo County	77	12,682.26	21,764.82	9,082.56
San Mateo County	248	59,556.59	70,099.68	10,543.09
Santa Barbara County	251	31,102.20	70,947.66	39,845.46
Solano County	95	17,806.80	26,852.70	9,045.90
Sonoma County	157	14,122.58	44,377.62	30,255.04
Stanislaus County	144	22,031.20	40,703.04	18,671.84
Taft Police	8	374.40	2,261.28	1,886.88
Tulare Police	27	6,306.10	7,631.82	1,325.72
Turlock Police	26	1,577.75	7,349.16	5,771.41
Tehama County	33	6,786.80	9,327.78	2,540.98
Tulare County	149	35,448.80	42,116.34	6,667.54
Ukiah Police	21	4,281.89	5,935.86	1,653.97
Union City Police	32	14,604.10	11,871.72	2,732.38
Ventura County	341	83,157.89	96,387.06	13,229.17
Wasco Police	11	720.00	3,109.26	2,389.26
Whittier Police	85	17,241.98	24,026.10	6,784.12
Willits Police	9	2,084.00	2,543.94	459.94
Winters Police	33	10,561.20	9,327.78	1,233.42
Yuba County	37	8,137.50	10,458.42	2,320.92

Fiscal Year 1972-73 (As of June 30, 1973)

The following compilation shows the distribution of Peace Officer Training Funds, showing amount reimbursed to local jurisdictions, and the number of officers trained.

As with the data shown in the preceeding pages, it reflects dollar distribution of reimbursement among law enforcement agencies. Additionally, it shows the number of police members trained by course category.

(See following summary.)

Commission on Peace Officer Standards and Training

Fiscal Year 1972-73 (Ending June 30, 1973)

Distribution of Peace Officer Training Funds, showing amount reimbursed to local jurisdictions, and the number of officers trained

JURISDICTION	REIMBURSEMENT	OFFICERS TRAINED					
		Basic	Adv. Off.	Supv.	Mid. Mgmt.	Exec. Dev.	Tech./ Spec.
1. Alameda	\$ 40,787.98	8	8	6	3	3	34
2. Albany	5,361.76	2	6			1	1
3. Alhambra	7,144.30	3			1		1
4. Alturas	4,775.20	2					1
5. Anaheim	121,790.79	40	35	5	12	66	16
6. Anderson	5,113.40			1		2	4
7. Angels Camp	3,440.68	1	1		1		1
8. Antioch	13,564.88	4	6	2	1	1	5
9. Arcadia	24,263.41	3	16		6		32
10. Arcata	8,332.40	4		1			
11. Arroyo Grande	9,618.56	3		2	1	2	3
12. Arvin	7,643.00	4	3				2
13. Atherton	8,034.70	2	7	2	2		2
14. Atwater	1,199.30		6				
15. Auburn	3,648.26	1	2	1		1	
16. Azusa	18,986.76	6	34		1		7
17. Alameda County	224,827.12	84	61	18	8	3	64
18. Amador County	5,082.20	1	1	1			5
19. Bakersfield	34,648.65	9	43			2	5
20. Baldwin Park	6,817.12	3	4			1	1
21. Banning	7,544.60	3	1	3			3
22. Barstow	9,116.04	3	5		2	1	1
23. Beaumont	4,685.62				1		6
24. Bell	10,925.20	4	10				1
25. Bell Gardens	11,257.36	1	2		26		2
26. Belmont	13,391.86	3	8		1	1	26
27. Belvedere	4,699.20	1	2	1			3
28. Benicia	5,521.10						10
29. Berkeley	85,547.18	24		4	7	4	16
30. Beverly Hills	22,927.03	7		4	3	2	4
31. Bishop	11,845.70	5	1				1
32. Blythe	7,404.14	3	2	2			2
33. Brawley	6,363.40	1		1	3		3
34. Brea	13,040.11	1		2	2	2	41
35. Brentwood	3,052.04		2		1	1	
36. Brisbane	5,725.80	2	2	1			2
37. Buena Park	11,904.55		11		5		16
38. Burbank	42,296.91	12		1	4		27
39. Burlingame	6,787.32	2	9		1	1	3
40. Butte County	22,471.72	5	2		4	1	16

Commission on Peace Officer Standards and Training

Fiscal Year 1972-73 (Ending June 30, 1973)

Distribution of Peace Officer Training Funds, showing amount reimbursed to local jurisdictions, and the number of officers trained

<u>JURISDICTION</u>		<u>REIMBURSEMENT</u>	<u>OFFICERS TRAINED</u>					
			Basic	Adv. Off.	Supv.	Mid. Mgmt.	Exec. Dev.	Tech./ Spec.
41.	California City	\$ 8,038.78	3			1		2
42.	Calipatria	60.00		1				
43.	Calistoga	600.00		1	1			
44.	Campbell	16,374.17	3	4	6	2		5
45.	Capitola	3,100.00	2	4				
46.	Carlsbad	18,140.18	7		1	1		3
47.	Carmel	1,685.90		3				9
48.	Carpinteria	142.44						1
49.	Ceres	1,005.00			2			
50.	Chico	9,230.30	2	1				9
51.	Chino	15,774.82		2		35		4
52.	Chowchilla	2,840.00	2		1			1
53.	Chula Vista	15,338.89	5	5		6		3
54.	Claremont	9,804.70	1	2	1	5		16
55.	Clayton	944.70		1				3
56.	Cloverdale	4,314.60	1	1	1	1		1
57.	Clovis	2,462.60			2	1		3
58.	Coachella	4,531.80	2	2	2			1
59.	Coalinga	1,702.79	1					
60.	Colton	2,487.00	1	3				
61.	Colusa	2,804.99	1					1
62.	Compton	39,732.37	7			13	1	87
63.	Concord	50,700.35	12	21	5	3	4	29
64.	Corcoran	2,388.20	2					1
65.	Corning	3,552.00		1			1	4
66.	Corona	12,630.38	4	2		14		1
67.	Coronado	10,167.80			4	6		13
68.	Corte Madera	4,551.82			1	1	1	12
69.	Costa Mesa	54,684.23	15	3	4	7	3	79
70.	Cotati	2,486.08	2			1		
71.	Covina	29,444.67	10		2	8	2	11
72.	Crescent City	5,857.04	3				1	2
73.	Culver City	26,010.14	3			3	3	15
74.	Cypress	33,002.68	7		4	3	1	72
75.	Calaveras County	3,523.50	1	6				2
76.	Colusa County	3,654.22	1			1		1
77.	Contra Costa County	87,430.01	25	59	10	4	1	17
78.	Daly City	15,381.43	4	52			2	2
79.	Davis	9,382.69		2		3	1	7
80.	Delano	7,729.50	3	5		1	1	1
81.	Del Rey Oaks	6,622.88	1			1	2	11

Commission on Peace Officer Standards and Training

Fiscal Year 1972-73 (Ending June 30, 1973)

Distribution of Peace Officer Training Funds, showing amount reimbursed to local jurisdictions, and the number of officers trained

JURISDICTION	REIMBURSEMENT	OFFICERS TRAINED					Tech./Spec.
		Basic	Adv. Off.	Supv.	Mid. Mgmt.	Exec. Dev.	
82. Dinuba	\$ 9,916.30	2	2		2		9
83. Dixon	1,541.34	1					1
84. Downey	29,090.79	2	34	2	6	1	18
85. Del Norte County	6,779.24	2	2	1		1	2
86. East Bay District	4,447.32		7		1	1	7
87. El Cajon	4,004.80	2					1
88. El Centro	2,140.20	1	9				
89. El Cerrito	4,694.63		11	1	1		3
90. El Monte	26,778.71	8			23	1	10
91. El Segundo	27,920.86	5		2	8		46
92. Emeryville	1,392.32			2			
93. Escalon	415.36						2
94. Escondido	12,904.10	6	4				3
95. Eureka	6,769.39		1	1	5	1	14
96. Exeter	1,728.90	2	4				
97. El Dorado County	33,651.84	11	3	5	2	4	4
98. Fairfax	4,222.52	1	1	2			1
99. Fairfield	15,518.25	2		1	2	3	28
100. Farmersville	241.40		3				
101. Fillmore	3,984.74	1	1	1			3
102. Folsom	13,524.53	5		2			3
103. Fontana	8,688.48	2	1	2	6		3
104. Fort Bragg	5,689.10	2	2	1			
105. Fortuna	5,206.90	2		1	1	1	3
106. Foster City	26,850.80	4	5	2	8	5	20
107. Fountain Valley	6,321.64		8	2	4		6
108. Fremont	53,447.57	19		2	1		61
109. Fresno	55,913.38	30	22	2	2	1	15
110. Fullerton	19,247.00	4	28	1	2		18
111. Fresno County	33,700.13	22		2	1	2	8
112. Galt	379.00			1			
113. Garden Grove	29,741.01	7	29	2	10		13
114. Gardena	14,058.17	2			2	1	30
115. Gilroy	3,255.00	2			1		1
116. Glendale	61,527.47	19		3	18		35
117. Glendora	14,936.30		3	1	8	1	21
118. Gonzales	72.60		1				
119. Grass Valley	4,914.34	1	3	2			3
120. Gridley	5,924.80	2	1			1	2
121. Grover City	11,083.55	1	2	2	1	1	7

Commission on Peace Officer Standards and Training

Fiscal Year 1973-73 (Ending June 30, 1973)

Distribution of Peace Officer Training Funds, showing amount reimbursed to local jurisdictions, and the number of officers trained

JURISDICTION	REIMBURSEMENT	OFFICERS TRAINED					
		Basic	Adv. Off.	Supv.	Mid. Mgmt.	Exec. Dev.	Tech./ Spec.
122. Gustine	\$ 1,423.60	1					
123. Glenn County	5,964.00	3					
124. Half Moon Bay	868.20		4	1			
125. Hanford	3,679.90	1	9				2
126. Hawthorne	19,322.41	3		1	1	2	10
127. Hayward	37,341.90	8	29	10	1	4	9
128. Healdsburg	5,821.25		3		1	1	7
129. Hemet	6,915.99	3	1	2	1		1
130. Hermosa Beach	2,857.92	1			1		1
131. Hillsborough	3,721.40		16	1	1		
132. Hollister	6,487.32	4		2			1
133. Huntington Beach	67,226.59	7	11	5	16	24	92
134. Huntington Park	13,734.95	2	23	1	3		7
135. Humboldt County	24,590.22	4	17	4	5	3	24
136. Imperial Beach	3,100.88	1	1		2		1
137. Indio	4,283.04	2					
138. Inglewood	79,015.13	17	22	10	14		87
139. Irwindale	8,229.49	3					7
140. Imperial County	8,630.92	15					7
141. Inyo County	8,524.02	2		2	2		
142. Jackson	3,319.20	2					
143. Kensington	2,387.92	1	1				
144. Kerman	2,611.67	1				1	2
145. King City	1,477.09				2		3
146. Kingsburg	481.70			1			1
147. Kern County	49,925.80	13	52		2		16
148. Kings County	10,714.60	8	2				3
149. Laguna Beach	15,730.71	2	3	1	8	3	19
150. La Habra	13,641.16	2	2		14	2	5
151. Lakeport	4,038.48	1			1		1
152. La Mesa	12,811.90	2			6		19
153. La Palma	8,739.18	2	1		2	2	
154. Larkspur	7,652.55	2	3		1		6
155. La Verne	10,737.36				4		10
156. Lemoore	2,038.12	1			1		1
157. Lincoln	2,284.00	1					
158. Lindsay	3,563.00	2				1	3
159. Live Oak	1,456.00						2
160. Livermore	28,768.43	7	2	1	3		13

Commission on Peace Officer Standards and Training

Fiscal Year 1972-73 (Ending June 30, 1973)

Distribution of Peace Officer Training Funds, showing amount reimbursed to local jurisdictions, and the number of officers trained

JURISDICTION	REIMBURSEMENT	OFFICERS TRAINED					Tech./Spec.
		Basic	Adv. Off.	Supv.	Mid. Mgmt.	Exec. Dev.	
161. Lodi	\$ 18,034.19	4	5		8	1	9
162. Lompoc	7,543.97	2	5	1			9
163. Long Beach	141,025.10		284	5	21	1	135
164. Los Alamitos	9,308.92	3		1	1	3	1
165. Los Altos	2,940.00	1	2				
166. Los Angeles	1,443,287.32	488	593	194	37		1,462
167. Los Banos	6,566.20	2	2	2			
168. Los Gatos	14,028.33	3	8	1	2	1	2
169. Lynwood	7,415.20	2					3
170. Lake County	9,368.10		7	1	3	1	11
171. Lassen County	4,133.60	1					3
172. Los Angeles County	1,142,416.16	251	217	88	99	49	1,460
173. Madera	5,496.93	1	1	1	1		7
174. Manhattan Beach	16,692.10				1		45
175. Manteca	8,066.03	2	4	1	1		3
176. Maricopa	1,704.00	1					
177. Martinez	13,523.13	2	3	1	3		28
178. Marysville	6,784.83	1		1	3		4
179. Maywood	2,151.71		2	1	1		
180. Mendota	3,304.28	2					2
181. Menlo Park	22,480.46	2	9	2	4	3	51
182. Merced	11,499.64	4		2			2
183. Mill Valley	4,873.86	2	1				2
184. Millbrae	1,476.40		12				
185. Milpitas	5,541.16		5		1	1	10
186. Modesto	13,402.98	2	18	3			7
187. Monrovia	7,528.22	1	7	2	6		7
188. Montclair	26,855.18	3	4		18		27
189. Montebello	35,677.00	4	44	4	13		74
190. Monterey	13,585.76	2		1	2	2	21
191. Monterey Park	28,064.51	3	19	3	5	1	46
192. Morgan Hill	7,991.25	4		1			3
193. Morro Bay	377.60		2				
194. Mount Shasta	1,859.00	1					
195. Mountain View	28,823.96	4	6	2	6	3	33
196. Madera County	10,840.64	2	1	2		1	11
197. Marin County	33,049.49		35			2	52
198. Mariposa County	2,250.20	1	1				
199. Mendocino County	27,987.44	5	35	2	2	1	14
200. Merced County	5,310.60	2			1		3
201. Modoc County	4,544.52	2		1			
202. Mono County	10,383.65	4			1	1	4
203. Monterey County	29,166.27	16		1			29

Commission on Peace Officer Standards and Training

Fiscal Year 1972-73 (Ending June 30, 1973)

Distribution of Peace Officer Training Funds, showing amount reimbursed to local jurisdictions, and the number of officers trained

JURISDICTION	REIMBURSEMENT	OFFICERS TRAINED					
		Basic	Adv. Off.	Supv.	Mid. Mgmt.	Exec. Dev.	Tech./ Spec.
204. Napa	\$ 20,863.40	4	12	1	1	13	7
205. National City	28,221.19	5	29	6	4	2	20
206. Needles	384.75						1
207. Newark	9,764.84	4	10	1			2
208. Newman	4,178.25	2		1			
209. Newport Beach	30,454.52	7	6	2	13		29
210. Novato	8,801.29	1	1	2	2	3	5
211. Napa County	8,238.84	1	4		1		20
212. Nevada County	6,174.08	1	6	2		1	4
213. Oakland	291,948.91	71	213	18	25	2	76
214. Oceanside	41,121.98	13	27		9	11	1
215. Ojai	3,458.84	1	2		1		1
216. Ontario	6,655.91				7	1	9
217. Orange	41,340.12	4	4		36		78
218. Orland	2,427.20		1				3
219. Oroville	7,921.04		2		3	1	10
220. Oxnard	34,106.38	15	5	1	1		6
21. Orange County	132,630.61	47	12	6	1		6
222. Pacifica	18,485.69	4	2	1	4	6	37
223. Pacific Grove	3,571.58	1			1		9
224. Palm Springs	24,859.76	5			7	1	58
225. Palo Alto	38,947.03	10	18	1	4		13
226. Palos Verdes Estates	1,558.00						5
227. Pasadena	53,140.56	14	26	2	6		27
228. Paso Robles	5,400.36	1	4	1	1		2
229. Patterson	5,121.28	2			1		
230. Perris	2,406.89	1		1			1
231. Petaluma	15,253.62	6	3	2	1	1	
232. Piedmont	6,685.02	2		1	1		3
233. Pinole	3,629.20						5
234. Pismo Beach	6,184.02		7		1		8
235. Pittsburg	17,851.74	4		2	3	1	9
236. Placentia	16,464.60	3		2	2	1	15
237. Placerville	8,272.06	1	1	3	1	2	23
238. Pleasant Hill	1,541.50						5
239. Pleasanton	13,554.60	2		4	5		7
240. Pomona	30,730.59	17	29				6
241. Port Hueneme	4,475.20	1	4		1		1
242. Porterville	3,573.13	2			1	1	2
243. Placer County	33,748.06	9	35	4	2	1	5
244. Plumas County	20,715.38	6	10	3		1	6

Commission on Peace Officer Standards and Training

Fiscal Year 1972-73 (Ending June 30, 1973)

Distribution of Peace Officer Training Funds, showing amount reimbursed to local jurisdictions, and the number of officers trained

JURISDICTION	REIMBURSEMENT	OFFICERS TRAINED					
		Basic	Adv. Off.	Supv.	Mid. Mgmt.	Exec. Dev.	Tech./Spec.
245. Red Bluff	\$ 5,169.62	1	1		2		6
246. Redding	9,873.95	2	4	1	1	1	25
247. Redlands	16,148.87	4	5	1	6		26
248. Redondo Beach	16,864.43	2	11		1		11
249. Redwood City	20,211.27	4	25	2	1		2
250. Reedley	3,044.20	1	1	1			3
251. Rialto	8,483.05	1	3	1		1	173
252. Richmond	91,289.51	5		6	5	1	3
253. Ridgecrest	7,310.58	2				1	3
254. Rio Dell	6,512.20	3		1			2
255. Rio Vista	3,852.44	2					
256. Ripon	4,340.75	2	1				10
257. Riverbank	5,179.80				1		55
258. Riverside	64,363.28	15	13	3	22		
259. Rocklin	2,076.16	1					1
260. Rohnert Park	742.60						2
261. Riverside County	58,452.07	19	17	4	8	1	
262. Sacramento	198,603.06	17	472	28	26	3	66
263. Saint Helena	1,685.66		2	1		3	1
264. Salinas	10,135.30	5	14	1			2
265. San Anselmo	5,191.50	1	1	1	1		30
266. San Bernardino	47,391.48	13	38	4	2		8
267. San Bruno	18,820.72	4	20	2	1	2	2
268. San Carlos	2,444.05		3		1		20
269. San Clemente	33,234.17	4	40		5		66
270. San Diego	375,785.92	71	330	34	234	2	7
271. San Fernando	8,159.19	1		2	3		278
272. San Francisco	366,566.89	63	374		26		1
273. San Gabriel	1,722.04		6	1			
274. San Jacinto	4,193.62	3		1		1	
275. San Jose	294,564.57	112	38		12	2	36
276. San Leandro	26,613.38	6		1	5	2	11
277. San Luis Obispo	1,492.80		5				1
278. San Marino	9,816.09	2	3	2		3	8
279. San Mateo	34,237.15	6	58	2	5		10
280. San Pablo	4,341.32		11				6
281. San Rafael	28,830.16	5	9	1	4	5	21
282. Sand City	150.00						1
283. Sanger	3,468.00	3	1				4
284. Santa Ana	42,966.43	12	18	4	17		18
285. Santa Barbara	50,579.22	8	10		22		50
286. Santa Clara	24,090.76	7	7	2	3		9

Commission on Peace Officer Standards and Training

Fiscal Year 1972-73 (Ending June 30, 1973)

Distribution of Peace Officer Training Funds, showing amount reimbursed to local jurisdictions, and the number of officers trained

JURISDICTION	REIMBURSEMENT	OFFICERS TRAINED				
		Basic	Adv. Off.	Supv.	Mid. Mgmt.	Exec. Dev. Tech./Spec.
287. Santa Cruz	\$ 14,093.06	6	12			6
288. Santa Maria	5,896.13	1	12			7
289. Santa Monica	28,473.00	11				26
290. Santa Rosa	7,742.93	1			2	10
291. Sausalito	7,713.62	1	8		1	9
292. Seal Beach	17,961.83	2	6		8	24
293. Seaside	8,642.30	5				9
294. Sebastopol	1,215.20			1		1
295. Selma	360.80			1		
296. Shafter	1,740.00	2				
297. Sierra Madre	9,890.99	2	4	1	1	15
298. Signal Hill	4,677.75				2	17
299. Simi Valley	9,066.87	3		1	1	8
300. Soledad	1,901.00	1				
301. Sonoma	3,226.30					6
302. Sonora	7,278.90	2	3		1	5
303. South Gate	54,316.63	13	36	1	8	10
304. South Lake Tahoe	11,690.86		22	2	1	13
305. South Pasadena	12,110.41	3	4	1	8	7
306. South San Francisco	20,554.86	2	20	2	3	22
307. Stanton	9,336.58	1	1		4	8
308. Stockton	114,808.13	28	55	1	12	49
309. Sunnyvale	50,670.00	18		1	2	32
310. Susanville	2,949.80			1		5
311. Suisun City	6,638.40	2	3	1	2	10
312. Sacramento County	293,899.66	89		19	17	84
313. San Benito County	3,719.92	2				4
314. San Bernardino County	223,243.85	77	79	14	7	130
315. San Diego County	155,132.89	58	63	10	52	26
316. San Francisco County	50,322.37	17	9	6	22	33
317. San Joaquin County	136,981.96	29	195	4	3	28
318. San Luis Obispo County	12,682.26	1			10	9
319. San Mateo County	59,556.59	29			3	2
320. Santa Barbara County	24,129.20	3	30		4	23
321. Santa Clara County	182,914.47	59	40	21	11	54
322. Santa Cruz County	40,701.86	15	29	4	8	2
323. Sierra County	5,273.17	2	1			1
324. Siskiyou County	7,437.23	2	2	2	1	4
325. Solano County	17,122.80	5	7	6	2	8
326. Sonoma County	14,122.58	2	10	4	1	6
327. Stanislaus County	22,031.20	17	12	1		8
328. Sutter County	12,055.90	3			4	6

Commission on Peace Officer Standards and Training

Fiscal Year 1972-73 (Ending June 30, 1973)

Distribution of Peace Officer Training Funds, showing amount reimbursed to local jurisdictions, and the number of officers trained

JURISDICTION	REIMBURSEMENT	OFFICERS TRAINED					
		Basic	Adv. Off.	Supv.	Mid. Mgmt.	Exec. Dev.	Tech./ Spec.
329. Taft	\$ 374.40		2				
330. Tehachapi	6,263.09		3			3	6
331. Tiburon	9,863.45	3	6	2	1		5
332. Torrance	60,514.91	15		2	5	1	71
333. Tracy	16,731.50	5		1	6		4
334. Tulare	6,306.10		5		2	1	3
335. Turlock	1,577.75	1	5				
336. Tustin	15,217.74	3	4	3	4		16
337. Tehema County	6,786.80	3		1		1	2
338. Trinity County	4,983.25	2					1
339. Tulare County	35,448.80	23	30		1		15
340. Tuolumne County	16,578.96	7		1			5
341. Ukiah	4,281.89		2	1		3	2
342. Union City	7,943.64	2	3			2	4
343. Upland	14,604.10	5			4		2
344. Vacaville	12,335.28	4	12	1			8
345. Vallejo	50,501.01	6	13		11	34	26
346. Ventura	50,410.66	20	11		1		11
347. Vernon	18,348.00	2	5	1	6		12
348. Visalia	11,980.40	3	10		3		3
349. Ventura County	83,157.89	25	74	6	8		12
350. Walnut Creek	23,684.86	6	7	5	1	1	7
351. Wasco	720.00	1					
352. Watsonville	12,473.34	3	8	1		1	50
353. Weed	3,637.88	1	1			1	1
354. West Covina	25,201.89	6	65	1	3		17
355. Westminster	18,656.58	2		2	5	5	10
356. Wheatland	4,638.90	3					
357. Whittier	16,924.58	4	25	3	2		12
358. Williams	2,808.37	1		2			
359. Willits	2,084.00	1					
360. Willows	4,167.40	2	2				
361. Winters	1,079.12	1					
362. Woodland	10,561.20	1					11
363. Yreka	7,514.72	3					1
364. Yuba City	11,719.38	3		1	2		1
365. Yolo County	36,195.84	10		12		2	16
366. Yuba County	6,461.50	1		1	2		2
TOTAL	\$10,886,888.39	2,878	5,268	843	1,492	460	7,705

Commission on Peace Officer Standards and Training

Supplemental Allocation Report Fiscal Year 1972-73

Distribution of Peace Officer Training Funds, showing amount reimbursed to local jurisdictions, and the number of officers trained.

THE FOLLOWING IS A SUPPLEMENTAL LIST OF DEPARTMENTS WHO SUBMITTED LATE CLAIMS FOR REIMBURSEMENT FOR THE FISCAL YEAR 1972-73, AFTER THE CLOSE OF THE FISCAL YEAR.

For those departments listed, to determine the total amount of reimbursement for the Fiscal Year 1972-73, add the figures to those shown in the preceding pages.

JURISDICTION	REIMBURSEMENT	OFFICERS TRAINED					
		Basic	Adv. Off.	Supv.	Mid. Mgmt.	Exec. Dev.	Tech/ Spec.
1. Belmont	\$ 441.20					1	
2. Berkeley	4,957.86					12	2
3. Brea	2,187.34				1	1	1
4. Compton	1,945.20	1					
5. Fremont	10,375.19		43				
6. Fresno	416.88						1
7. Garden Grove	4,831.80	2	2				1
8. Indio	797.56						1
9. Inglewood	2,719.52		10				
10. La Habra	468.00						2
11. Lincoln	3,285.00	1					
12. Long Beach	1,508.00						5
13. Los Angeles	10,297.12				10		23
14. Lynwood	9,234.15	4					3
15. Monrovia	1,325.70				1		1
16. Monterey Park	481.20		2				
17. Oakland	6,176.79				3		6
18. Palo Alto	1,498.40				1		
19. Palos Verdes Estates	683.00			1			
20. Pasadena	852.00			1			
21. Pittsburg	378.60					1	
22. Pomona	4,420.40	2					2
23. Redding	636.75						2
24. Richmond	507.20			1			
25. Ridgecrest	5,605.70	2					
26. Riverside	8,482.55				14	1	3
27. Sacramento	287.00						2
28. San Francisco	3,421.12						15
29. San Jose	91,903.85		76	20	18	5	86
30. San Leandro	5,768.72					13	
31. Santa Maria	601.20						3
32. Santa Monica	4,176.00	2					
33. Signal Hill	350.40						1
34. South San Francisco	4,038.20				2		3
35. Tustin	826.00						1
36. Walnut Creek	610.00						1
37. Whittier	317.40						2

Commission on Peace Officer Standards and Training

Supplemental Allocation Report
Fiscal Year 1972-73

Distribution of Peace Officer Training Funds, showing amount reimbursed to local jurisdictions, and the number of officers trained.

JURISDICTION	REIMBURSEMENT	OFFICERS TRAINED					Tech/ Spec.
		Basic	Adv. Off.	Supv.	Mid. Mgmt.	Exec. Dev.	
38. Contra Costa County	\$ 129.40						1
39. Los Angeles County	306,108.72	118	28				263
40. Madera County	344.50						1
41. Placer County	2,822.00						4
42. San Diego County	4,527.00			1		2	
43. San Francisco County	22,203.48	8			5	3	2
44. Santa Barbara County	6,973.00				16		2
45. Santa Clara County	4,843.20				3		
46. Sierra County	949.77						5
47. Siskiyou County	4,468.00	2					
48. Solano County	684.00						1
49. Trinity County	165.60		1				
50. Yuba County	1,676.00	1					
TOTAL	\$552,707.67	143	162	24	74	39	446

Inclusion of University of California and State Universities and Colleges in
POST Program

With the passage of Assembly Bill 2205, which amends Sections 13507, 13510, 13522 Penal Code bringing law enforcement personnel of the University of California and the State Colleges and Universities into the POST Program as of January 1, 1974, additional reimbursement costs will accrue. There are approximately 525 personnel expected to be eligible for participation in the POST Program. It is projected that a maximum of \$23,000 would be expended during the remaining six months of the 1973-74 Fiscal Year for training of the group.

Commission on Peace Officer Standards and Training

Revenue and Reimbursement Estimates for F.Y. 1973-74

Revenue for the months of July, August, September and October amounted to;	\$2,783,476.97	
November estimate	600,000.00	
December estimate	<u>850,000.00</u>	\$4,233,476.97
January	\$ 625,000.00	
February	650,000.00	
March	650,000.00	
April	650,000.00	
May	850,000.00	
June	<u>750,000.00</u>	\$4,175,000.00
Total Revenue		<u>\$8,408,476.97</u>

Reimbursements (Actual and Estimate from July - December, 1973)

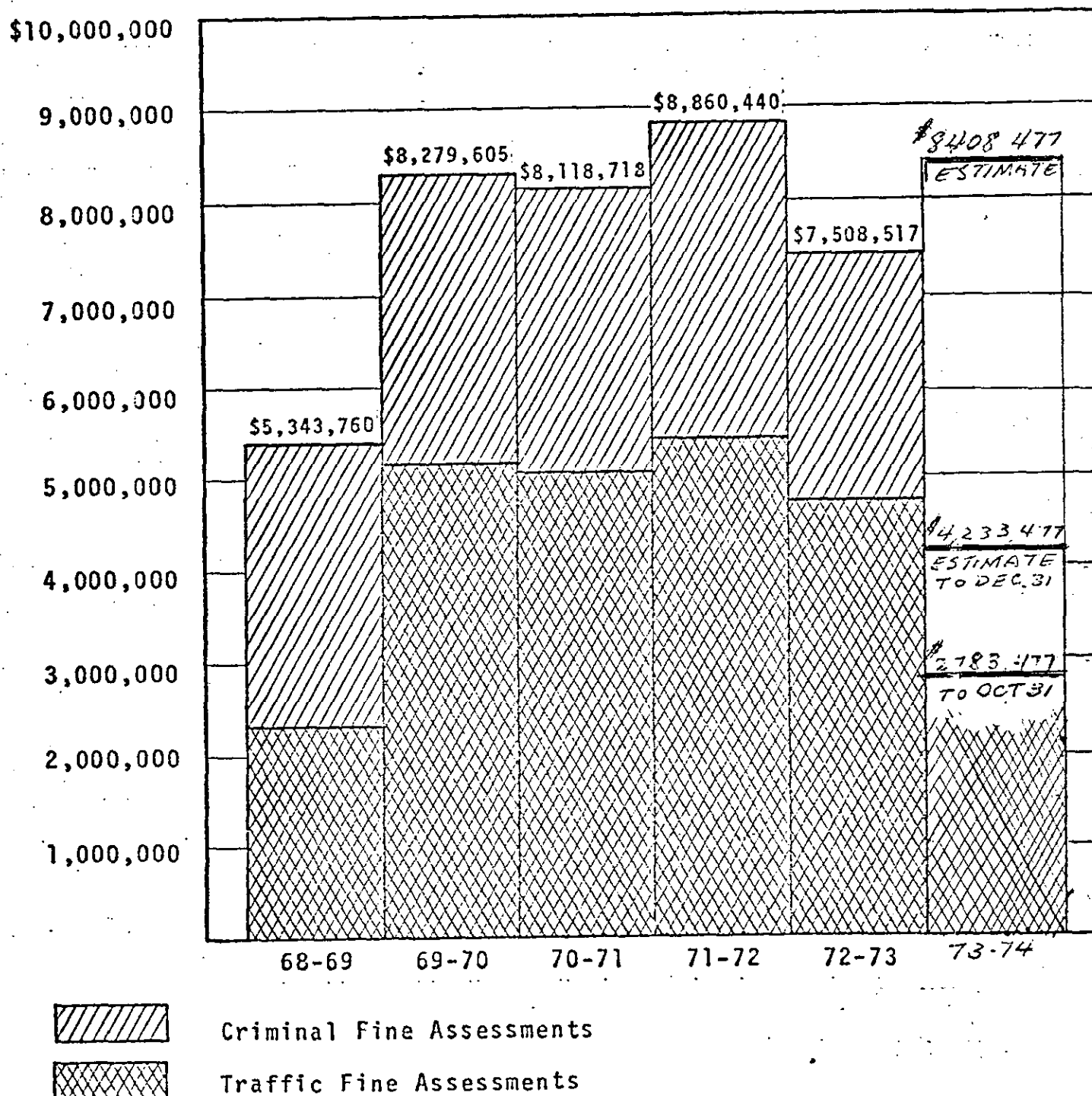
July	\$ -0-	
August	-0-	
September	840,232.63	
October	519,607.43	
November	775,106.97	
December	(Estimate) <u>700,000.00</u>	\$2,834,947.03
Estimate for second half will be:		<u>5,000,000.00</u>
Estimate for 1973-74		\$7,834,947.03

The 25% increase on traffic fines becomes effective January 1, 1974. The amount in terms of revenue will not be forthcoming or will not be known until two or three months have elapsed. The amount has not been included in the above revenue figures.

Commission on Peace Officer Standards and Training

PEACE OFFICER TRAINING FUND

Actual Revenue Received Each Fiscal Year



Distribution by Category of Reimbursement
from Peace Officer Training Fund
Fiscal Year 1973-74

State of California Department of Justice
COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING
Administration Division - Claims Audit Section

Month	Amount of Reimbursement	Subsistence		Travel		Tuition		Commuter Allowance		Salary	
		Amount	%	Amount	%	Amount	%	Amount	%	Amount	%
July	34,040.59	2,828.73	8	1,523.37	4.5	13,262.00	39	120.09	.5	16,306.40	48
August	285,492.83	13,662.61	4.5	3,100.64	1.0	35,511.00	12	498.35	.5	232,720.23	82
September	520,699.21	42,797.85	8	10,301.11	2	77,244.99	15	908.09	0	389,447.17	75
Quarter Total	840,232.63	59,288.19	7.1	14,925.12	1.8	126,017.99	14.9	1,526.53	0.2	638,473.80	75.0
October	519,607.43	52,930.97	10.2	9,855.16	2.0	89,411.75	17.2	2,326.88	.5	365,082.67	70.0
November *	782,973.09	88,750.31	11.0	13,626.80	2.0	108,610.00	14.0	1,888.90	0	570,097.08	73.0
Fiscal Year Total To Date	2,142,813.15	200,969.47	9.0	38,407.08	1.0	324,039.74	15.0	5,742.31	0.2	1,573,653.55	73.0
*These are not the final figures. Further work has to be done in balancing the books.											

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Commission on Peace Officer Standards and Training

Reimbursement Cost Projected for the 1973-74 Fiscal Year

July 1 through September 30 reimbursements at 100%; October 1 through June 30, 60% for Salary, 100% for travel, subsistence, tuition, and commuter allowance.

Accumulated Surplus July 1, 1973	\$ 3,239,387
Anticipated Revenue 1973-74 Fiscal Year	8,860,000
	<hr/>
Anticipated Total Revenue 1973-74 Fiscal Year	\$12,099,387
	<hr/> <hr/>

Expenditures:

Administrative Costs	\$1,821,944	
Salary Contingency	169,846	
	<hr/>	1,991,790

Contracts

State Personnel Board	206,532
DOJ Training	360,562
UCLA	25,000
Contingency	100,000
	<hr/>

692,094

Reimbursements

First Quarter (1973)	1,200,000
100% Reimbursement on all claims	

Balance of 1973-74 FY	6,002,584
60% reimbursement of Salary, and 100% subsistence, travel, tuition, and commuter allowance	

Add 10% inflation	720,258
	<hr/>

7,922,842

Reserve to be maintained

1,500,000

Total Expenditures:

\$12,106,726

December 4, 1973

Distribution of Reimbursements by Salary and Other* Training
Costs (subsistence - travel - commute allowance - tuition)

OCTOBER 1973

Course	Salary 60%	Total	Percentage	Salary Project 100%	Proj. Total	Percentage
Supervisory Course	\$2,005.02	\$2,186.02	91.7	\$3,341.70	3,522.70	94.8
Advanced Officer	5,363.87	5,363.87	100.0	8,939.70	8,939.70	100.0
Executive Development Seminar	977190	2,556.82	38.2	1,629.80	3,208.72	50.7
Mid. Mgmt Seminar	3,182.26	6,397.58	49.7	5,303.70	8,519.02	62.2
Tech. Special	5,392.74	18,206.72	29.6	8,987.90	21,801.88	41.2
TOTAL	m 16,921.79	34,711.01	48.7 average	28,202.80	45,992.02	61.3

NOVEMBER 1973

Basic	673.62	673.62	100.0	1,122.70	1,122.70	100.0
Supervisory	13,447.63	15,764.63	85.3	22,412.70	22,412.70	90.6
Adv. Officer	32,063.25	35,810.23	89.5	53,438.70	57,185.68	93.4
Exec. Dev. Sem.	1,722.81	4,821.82	35.7	2,871.30	5,970.31	48.0
Mid. Mgmt Course	9,508.13	21,229.02	44.7	15,846.80	37,075.82	42.7
Mid. Mgmt Seminar	8,306.08	23,193.07	35.8	13,843.40	37,036.47	37.7
Tech. Special	32,043.94	113,032.35	28.3	53,406.50	134,394.91	39.7
TOTAL	97,765.46	214,524.74	45.5	153,753.40	280,020.81	54.0

F

POLICE STANDARDS DIVISION

Overall Divisional Goals and Objectives

Strong emphasis on the Personnel Standards component of the POST program was made in the original legislation which created the Commission in 1959 and has been reinforced by legislative amendments since enacted.

13512 DC
Inspection re
selection/bring
compliance

In 1967, the Legislature added a new dimension to the POST program -- Administrative Counseling -- with the enactment of Penal Code section 13513.

The Police Standards Division, as it exists today, evolved out of an administrative organization of POST staff to perform these two basic functions required by law: Personnel Standards compliance inspections, and Administrative Counseling.

In July, 1971, the California Legislature passed Assembly Concurrent Resolution No. 158 which requested POST to assist local law enforcement agencies in the recruitment of minority police candidates and to work with local police recruiters in carrying out minority recruitment programs throughout the state. Thus, Project MORE (Minority Officer Recruitment Effort) was created and became a third major program of the Police Standards Division.

In 1973, the Commission realized the need to examine, evaluate and validate the personnel selection standards it enacted for law enforcement agencies. The Commission approved funding for a contract with the State Personnel Board to conduct a selection study for POST. The contract amounted to \$206,420. Assigned to the Personnel Standards Bureau for supervision, coordination and liaison, the POST/SPB Selection Study actually amounts to a fourth major program of the Police Standards Division.

In summary, the four major programs of Police Standards Division, and the authority therefore, are as follows:

1. Personnel Standards compliance inspections (P.C. 13512).

2. Administrative Counseling (P.C. 13513).
3. Project MORE (ACR No. 158).
4. POST/SPB Selection Study (Commission action of June 14-15, 1973).

Present Organization

1. Organization structure of Division
(See Chart, Page 3)
2. Personnel distribution within Division

a. Division Total

	<u>Authorized</u>	<u>Filled</u>	<u>Vacant</u>
Professional	20	15	5
Support	9	9	
Contract Personnel	<u>2</u>	<u>2</u> → 1-3 → 1	<u>1</u>
TOTAL	31	26	5

b. Director's Office

Professional	1	1	
Support	<u>1</u>	<u>1</u>	
TOTAL	2	2	

← 5-4
← 46
← 5th person
← position
← assigned
← MORE-?

c. Management Counseling Field Operations Bureau

Professional	10	8	2
Support	<u>0</u>	<u>0</u>	
TOTAL	10	8	2

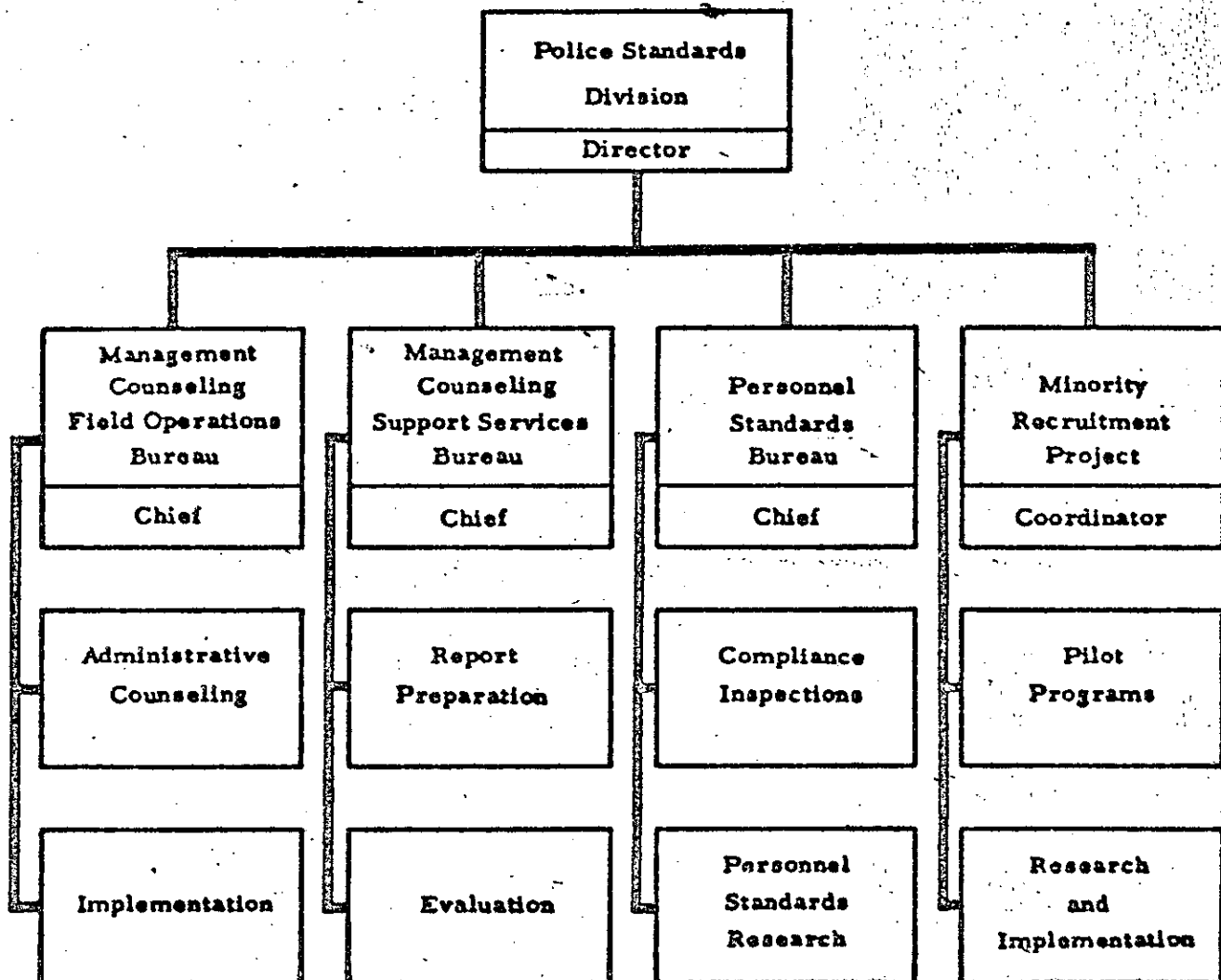
d. Management Counseling Support Services Bureau

Professional	3	1	2
Support	<u>5</u>	<u>5</u>	
TOTAL	8	6	2

e. Personnel Standards Bureau

Professional	4	4	
Support	<u>1</u>	<u>1</u>	
TOTAL	5	5	

POLICE STANDARDS DIVISION



Commission on Peace Officer Standards and Training

POLICE STANDARDS DIVISION

PERSONNEL DISTRIBUTION

	<u>Authorized</u>	<u>Filled</u>	<u>Vacant</u>
Professional	20	15	5
Support	9	9	
Contract Personnel	2	2	
TOTAL	<u>31</u>	<u>26</u>	<u>5</u>

12/73

Commission on Peace Officer Standards and Training

POLICE STANDARDS DIVISION

DIRECTOR'S OFFICE

	<u>Authorized</u>	<u>Filled</u>
Professional	1	1
Support	<u>1</u>	<u>1</u>
TOTAL	2	2

12/73

Commission on Peace Officer Standards and Training
POLICE STANDARDS DIVISION

PERSONNEL STANDARDS BUREAU

	<u>Authorized</u>	<u>Filled</u>
Professeional	4	4
Support	<u>1</u>	<u>1</u>
TOTAL	5	5

PROJECT MORE

	<u>Authorized</u>	<u>Filled</u>	<u>Vacant</u>
Professional	2	1	1
Support	2	2	
Contract Personnel	<u>2</u>	<u>2</u>	<u> </u>
TOTAL	6	5	1

12/73

Commission on Peace Officer Standards and Training

POLICE STANDARDS DIVISION

MANAGEMENT COUNSELING FIELD OPERATIONS BUREAU

	<u>Authorized</u>	<u>Filled</u>	<u>Vacant</u>
Professional	10	8	2
Support	0	0	
	<u>10</u>	<u>8</u>	<u>2</u>
TOTAL	10	8	2

MANAGEMENT COUNSELING SUPPORT SERVICES BUREAU

	<u>Authorized</u>	<u>Filled</u>	<u>Vacant</u>
Professional	3	1	2
Support	5	5	
	<u>8</u>	<u>6</u>	<u>2</u>
TOTAL	8	6	2

12/73

	<u>Authorized</u>	<u>Filled</u>	<u>Vacant</u>
f. <u>Project MORE</u>			
Professional	2	1	1
Support	2	2	
Contract Personnel	<u>2</u>	<u>2</u>	<u>1</u>
TOTAL	6	5	1

Personnel Standards Bureau

1. Program need statement.

The most important single function of police management is the attraction and selection of competent, trustworthy personnel.

2. Authority

Penal Code Section 13512 provides: "Inquiries by Commission. Adherence to standards. The Commission shall make such inquiries as may be necessary to determine whether every city, city and county, and county receiving state aid pursuant to this chapter is adhering to the standards for recruitment and training established pursuant to this chapter."

3. Inception.

From the beginning of POST - September 18, 1959

4. Goals and objectives.

To inspect and counsel 314 agencies in Fiscal Year 1973-74 and 350 in 1974-75. In these inspections to look for and eliminate "pro forma" compliance, to advise and assist in fostering professional promotional systems, and to assist all agencies to train personnel in accordance with requirements.

5. Present activities and future.

Organizing schedules of consultants to visit agencies, incorporating the new reimbursable agencies and including specialized agencies with regular trips.

Assisting in the selection of chiefs and ranking personnel where requested.

Appearing before city councils, boards of supervisors and other governmental bodies to assist them in becoming participants in the POST program.

The future will show an intensification of the inspection of specialized agencies, of identification of problem areas, and implementation of the State Personnel Board validated tests and procedures.

6. Dollar and manpower outlay/cost of program.

1971/72	\$54,199	
1972/73	\$73,445	
1973/74	\$85,249	(Projection)

7. Quantifiable aspects of the program.

a. Accomplishments: (See statistics, pages 15 and 17.)

b. Personnel deployment.

*The Personnel Standards Bureau has approximately 912 effective working man-days available per calendar year.

*There are 398 local agencies to be inspected and 90 specialized agencies.

*About 200 working days, Fiscal Year 1973-74 and 1974-75, will be absorbed by the liaison with the State Personnel Board study.

*About 76 working days will be absorbed by bureau chief duties.

*This leaves 636 man-days to make compliance inspections, write reports, resolve problems of varying nature and duration for 488 different agencies.

c. It is, therefore, anticipated that with present personnel and the pre-empted time accounted for, it will take about 18 months to cover the entire State.

PERSONNEL STANDARDS BUREAU

OBJECTIVES

To make inspections to determine if local law enforcement agencies receiving state aid, and specialized law enforcement agencies participating in the Specialized Law Enforcement Certification Program, are adhering to adopted standards for recruitment and training for raising the level of competency of their officers.

<u>Fiscal Year</u>	<u>Compliance Inspections</u>
1972 - 73	283
1973 - 74 (Projected):	314
1974 - 75 (Projected):	350

Figure 6

AGENCIES NOT IN POST PROGRAM

<u>City</u>	<u>County Situating</u>	<u>Number of Sworn Personnel</u>	<u>Population</u>
Calexico	Imperial	21M 3F	10,500
Colfax	Placer	3	798
Colma	San Mateo	1	500
Dorris	Siskiyou	2	1,000
Etna	Siskiyou	1	729
Ferndale	Humboldt	2	1,352
Fort Jones	Siskiyou	1	525
Guadalupe	Santa Barbara	6	3,145
Huron	Fresno	4	1,412
Imperial	Imperial	9M 1F	4,000
Isleton	Sacramento	2M 1F	909
Livingston	Merced	7	2,790
Montague	Siskiyou	2	890
Sutter Creek	Amador	4	1,600
Tulelake	Siskiyou	3	1,000
Westmorland	Imperial	3	1,198
TOTAL		76	32,348

1. Current population of California (July 1, 1973) 20,741,000
2. Population covered by POST affiliated agencies 20,736,823 or 99.9%
3. Number of local law enforcement agencies (cities, districts & counties) 398
4. Number of local law enforcement agencies not covered by POST 16 or 4%
5. Number of police officers in local agencies (1972 figures) 38,469
6. Peace officers in POST affiliated agencies 38,393
7. Peace officers in non-POST affiliated agencies 76 or .1%
8. Number of contract cities 62

Personnel Standards Bureau

4 men*

July 1 through September 30

In-office meetings	25 days
Out-of-office meetings	24 days
Compliance inspections	77 in 35 days
Training (out of service)	15 days
Vacations	11 days
Holidays	14 days
Sick	9 days
Research (Mike Freeman)	20 days
In-service training	<u>7 days</u>
TOTAL	160 days

Preparation for compliance inspections, answering letters, preparing reports, composing forms, phone calls -- 49 days.

Total man-days available -- 209

Four days of compliance inspections required an average of four days of office work to make reports, answer mail, obtain and transmit informational material to the concerned agencies and consultations to resolve problems discovered at the agencies.

*One man assigned September 3.

Administrative Counseling Program

The President's Commission on Law Enforcement and Administration of Justice was emphatic in pointing out the need for states to assume the responsibility for management surveys in local police agencies.

In recognition of the need, the California Legislature enacted Section 13513 of the Penal Code in 1967:

"Upon the request of a local jurisdiction, the Commission shall provide a counseling service to such local jurisdiction for the purpose of improving the administration, management or operations of a police agency and may aid such jurisdiction in implementing improved practices and techniques."

From the beginning, the management counseling services of POST have been in demand by California law enforcement agencies. As of November 1973, 69 general and limited surveys have been completed, 9 general surveys and 4 limited surveys are in progress, and 3 general surveys are pending. Many of these agencies do not have the resources to hire private consultants. The POST management consulting service is provided without charge.

Goals and Objectives

Most simply stated, the goal of the management counseling program is to comply with the intent of PC 13513, and provide assistance in upgrading and improving the quality and effectiveness of local police management and operations.

To accomplish the goal, objectives were developed which became expressed in consulting services. These services include:

1. Identification and evaluation of administrative problems.
2. General surveys involving extensive review and analysis of an agency's total operation, and specialized surveys limited to an examination of specified areas of administration, management or operations
3. Staff assistance to insure prompt and effective implementation of survey recommendations.

The conduct of a survey includes the preparation of a written report which analyzes problems and recommends actions to be taken for their solution. Surveys normally are handled by full-time consultants of the POST staff.

Present Activities

Management counseling surveys normally consist of study and evaluation of the organization of a police agency, its

management and operational processes. The surveys are accomplished through review and analysis of departmental reports, records, manuals, and directives, and by observation of actual procedures, systems and techniques used in the operation. Members at various levels in the organization are queried and pertinent responses utilized in the evaluation. Members of local government and lay persons who may contribute significant information may be contacted. A preliminary evaluation is normally made by POST staff consultants to determine the extent and scope of the counseling services needed by a department and make a recommendation as to the most suitable type to be used.

This could include one of the following:

- Administrative Counseling
- Specialized Surveys
- General Surveys

Staff assistance is available in the implementation of survey or counseling recommendations and to evaluate the progress a department is making in its own efforts to implement the recommendations.

When the survey is completed, a meeting is held with the chief administrator and city officials (in the case of a city police department), and an overview of the survey is presented. When necessary and upon request, subsequent presentations are made to city councils and department personnel. A commitment is made to provide continued assistance in implementing the proposals contained in the survey report.

Follow-up implementation assistance is reinforced by scheduled re-visits to each department at intervals of 3, 6, and 12 months following the presentation. Additional assistance is provided, based upon local interest, support, and desire of the chief administrator.

The field management training program is used by the management counseling bureau as an aid to implementation of recommendations. Personnel selected by the chief administrator of the law enforcement agency are sent to agencies which have had success in dealing with particular problems. The knowledge gained from this type of training assists local agencies in making improvements in their own operation.

Future Activities

In the future, the staff expects to continue to provide the same kinds of services as in the past. There has been a shift of emphasis which requires mention. More emphasis in

the future will be placed on implementation. Many agencies lack the staff time necessary to support significant changes. The anticipated result of this is that the professional staff will spend more time in the departments and less time preparing survey reports.

It appears that implementation and on-site time during the current fiscal year, based upon present methods, will comprise 20 to 25% of survey time expended.

For next fiscal year, 1974/75, the percentage of time devoted to on-site and implementation could rise to 50% to 75% of actual time expended on surveys, if current proposals to drastically alter the written report are accomplished. These proposals include the standardization of key subject matter and elimination of this subject matter from the unique report prepared by the consultant for each survey.

Effectiveness of Program

The Commission on Peace Officer Standards and Training, at its March 1972 meeting, charged the Police Standards Division with the responsibility of evaluating past efforts of the Administrative Counseling Program. The evaluation was to include a study of implementation progress for the management surveys completed. In addition, the Commissioners were of the opinion that a need existed for the staff to return and give implementation assistance to those agencies previously surveyed. The report was completed on June 9, 1972.

The following major conclusions can be drawn from the evaluation:

1. Without exception, all of the agencies interviewed expressed the feeling that the management counseling efforts were appreciated and helpful.
2. The management surveys were successful in improving the operations of the surveyed departments.
3. Police agencies would prefer to have the consultants spend more time in the police department in order to consider personalities of the individuals involved and the informal organization.

The evaluation report pointed out that the surveys did identify problems. Agencies sometimes adopted courses of action which were not always exactly as recommended by the staff. Nevertheless, the problem was addressed and action was taken.

Consultants have frequently observed changes implemented in cities which were neighbors to survey cities. These changes followed the POST recommended management procedures. While it is impossible to measure how much of this has occurred, it is safe to say that some cities have benefited from staff recommendations even though they have not had a survey.

The positive impact of the program, then, has spread since its inception, and influences management decision-making in many agencies, in addition to the direct recipients of the service. In addition, it is known that material developed in the surveys has influenced to some degree POST certified training courses and seminars, as well as general instruction in colleges and universities.

City managers, city administrators, county administrators, and elected local officials who have a low level of awareness and understanding of police problems are being educated in practical police management concerns.

In summary, the program has had immediate success in stimulating beneficial change in police agencies. The continued high demand for services speaks to the perceived effectiveness at the local level.

Looking to the future, the long range impact on improved police management may be expected to be widespread and profound.

Manpower Outlay/Cost

MANAGEMENT COUNSELING BUREAUS

COST

1971/72	\$229,272
1972/73	\$403,845
1973/74	\$474,495 (Projected) *

PERSONNEL

1973/74

	<u>Authorized</u>	<u>Actual</u>	<u>Vacancies</u>
Professional	13	9	4
Support	<u>5</u>	<u>5</u>	<u>—</u>
Total	18	14	4

* With all positions filled.

Quantifiable Aspects

MANAGEMENT COUNSELING BUREAUS

FIELD MANAGEMENT TRAINING

COST -- AMOUNT REIMBURSED (PLAN B), JANUARY
THRU OCTOBER, 1973 ONLY:

\$10,044

Since the program began in 1970, to date there
have been:

Requests:	88
Approved:	76
Officers Trained:	152

Commission on Peace Officer Standards and Training

POLICE STANDARDS DIVISION

MANAGEMENT COUNSELING BUREAUS SURVEYS-STUDIES

1972-73:

14 surveys prepared
5 special studies

1973-74:*

15 surveys prepared
4 special studies

1974-75:*

25 surveys prepared and implementation
assistance provided
10 special studies and implementation
assistance provided

* Projections based on a full complement of personnel

Commission on Peace Officer Standards and Training

POLICE STANDARDS DIVISION

STATUS OF SURVEYS-STUDIES NOVEMBER, 1973

Comprehensive Surveys

In progress	9
Pending	31
Completed	53

Limited Surveys

Completed	14
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For 1973 only:

Assistance, full survey pending

Completed	5
In progress	3
Pending	1

12/73

Commission on Peace Officer Standards and Training
POLICE STANDARDS DIVISION

MANAGEMENT COUNSELING SUPPORT SERVICE BUREAU

FIELD MANAGEMENT TRAINING

<u>YEAR</u>	<u>REQUESTS</u>	<u>APPROVED</u>	<u>NO. OF OFFICERS TRAINED</u>
1970	3	3	5
1971	14	14	19
1972	32	26	47
1973 (January thru October)	39	33	81
TOTALS	88	76	152

COST - (PLAN B)
1973 JANUARY THRU OCTOBER: \$10,044

12/73

Minority Recruitment Project
Project MORE

Program Need

Police officials, local government officials, and the general public are generally of the opinion that the effectiveness of California law enforcement will be increased with the addition of a greater number of qualified minority members to law enforcement.

This concern moved the California legislature to request the Commission on POST to retain high standards of selection and at the same time provide the ability for local law enforcement to increase recruitment from minority communities.

In July 1971 the California Assembly passed Assembly Concurrent Resolution No. 158 requesting POST to provide specific programs to assist local law enforcement agencies in the recruitment of minority police candidates and to work with local police recruiters in carrying out minority recruiting programs throughout the state. The Commission is also requested to plan and contract for such research and other evaluation deemed essential to the program from such Commission funds, or other sources deemed appropriate.

Project Purpose

To respond to the immediate needs of California law enforcement agencies regarding the recruitment and selection of minority law enforcement candidates.

- A. Concomitant demand from minority population.
- B. Compliance with fair employment laws while maintaining merit system.
- C. Increase effectiveness of California law enforcement.

Goals

1. Develop a broad statistical and informational base necessary to successful minority recruitment program planning..

Commission on Peace Officer Standards and Training

POLICE STANDARDS DIVISION

PROJECT MORE

PROJECT PURPOSE

To respond to the immediate needs of California law enforcement agencies regarding the recruitment and selection of minorities.

- Concomitant demand from minority population.
- Compliance with fair employment laws while maintaining merit system.
- Increase effectiveness of California law enforcement.

Commission on Peace Officer Standards and Training

POLICE STANDARDS DIVISION

PROJECT MORE

Information Center

Purpose

1. Provide categorically designed information literature and documents to law enforcement administrators on subjects relevant to minority recruitment and selection.
2. Disseminate information concerning the goals, objectives, work and progress of Project MORE.

12/73

MINORITY RECRUITMENT PROJECT (Project MORE)

PROJECT PURPOSE

The Commission on POST has initiated, through Project MORE, a program to implement the requested provisions in Assembly Concurrent Resolution No. 158. This was in response to the immediate needs of California law enforcement agencies regarding the recruitment and selection of minorities.

GOALS

The broad general goals of the project are to:

1. Develop a broad statistical and informational base necessary to successful minority recruitment program planning.
2. Help increase the statewide average of minority personnel in California law enforcement agencies by developing and providing models and techniques for minority recruitment programs.
3. Establish an Information Center for management and law enforcement administrators which will provide consultative assistance and documents, and a mechanism for feedback from local levels.

Commission on Peace Officer Standards and Training

POLICE STANDARDS DIVISION

WORK PLAN TIME SCHEDULE 1972-1973

JUL AUG SEP OCT NOV DEC JAN FEB MAR APR MAY JUN JUL

PLANNING	
PROGRAM I	Current Minority Employment Data
PROGRAM II	Minority Availability and Employment Market
PROGRAM III	Retention and Attrition Data
PROGRAM IV	Research and Evaluation of Minority Recruitment Programs
PROGRAM V	Selection Process Evaluation
PROGRAM VI	Factors Affecting Recruitment
PROGRAM VII	Outreach Recruitment Modules
PROGRAM VIII	Education and Training Curricula Development
PROGRAM IX	Recruitment Officer Seminar and Training Manual
PROGRAM X	Pilot Program for Minority Recruitment and Selection
PROGRAM XI	Implementation Assistance

PHASE I

PHASE II

PHASE III

12/73

Commission on Peace Officer Standards and Training
POLICE STANDARDS DIVISION

PROJECT MORE

THE 1973/74 BUDGET PROJECTION:

<u>Salaries & Wages</u>	<u>1973/74</u>
1 Sr. Consultant	\$ 16,846
1 Consultant	15,283
1 Senior Clerk Typist	7,358
1 Clerk Typist II	6,785
Total Salaries & Wages	\$ 46,272
Salary Savings	-1,851
Staff Benefits	5,775
TOTAL PERSONAL SERVICES	\$ 50,196
General Expense	\$ 1,000
Printing	6,000
Communications	1,000
Facilities Expense	--
Travel-In-State	4,900
Travel-Out-of-State	3,200
Contractual Services	75,000
Equipment	1,000
TOTAL OPERATING EXPENSE AND EQUIP.	\$ 92,100
TOTAL	\$142,296

12/73

Commission on Peace Officer Standards and Training

POLICE STANDARDS DIVISION

PROJECT MORE

Project Staff

GENE S. MUEHLEISEN

Executive Director, Peace Officer
Standards and Training

CARL R. BALL

Director, Police Standards Division

MICHAEL O. HUNT

Coordinator, Project MORE

FREDERICK E. WILLIAMS

Consultant, Project MORE

CHERYL J. SARGENT

Graduate Research Assistant

JUDIE K. MIYAO

Project Secretary

WENDY L. FANDRICH

Project Clerk-Typist

12/73

Commission on Peace Officer Standards and Training

POLICE STANDARDS DIVISION

PROJECT MORE

Advisory Group

ESTHER ANDREWS

Community Liaison
Emerson Elementary School
Riverside, California

MANUEL CORREA

Captain of Police
Compton Police Department
Compton, California

WILLIAM DANIELSON

Personnel Director
City of Sacramento

DR. RANDY HAMILTON

Dean of Public Administration
Golden Gate University

JAMES NEWMAN

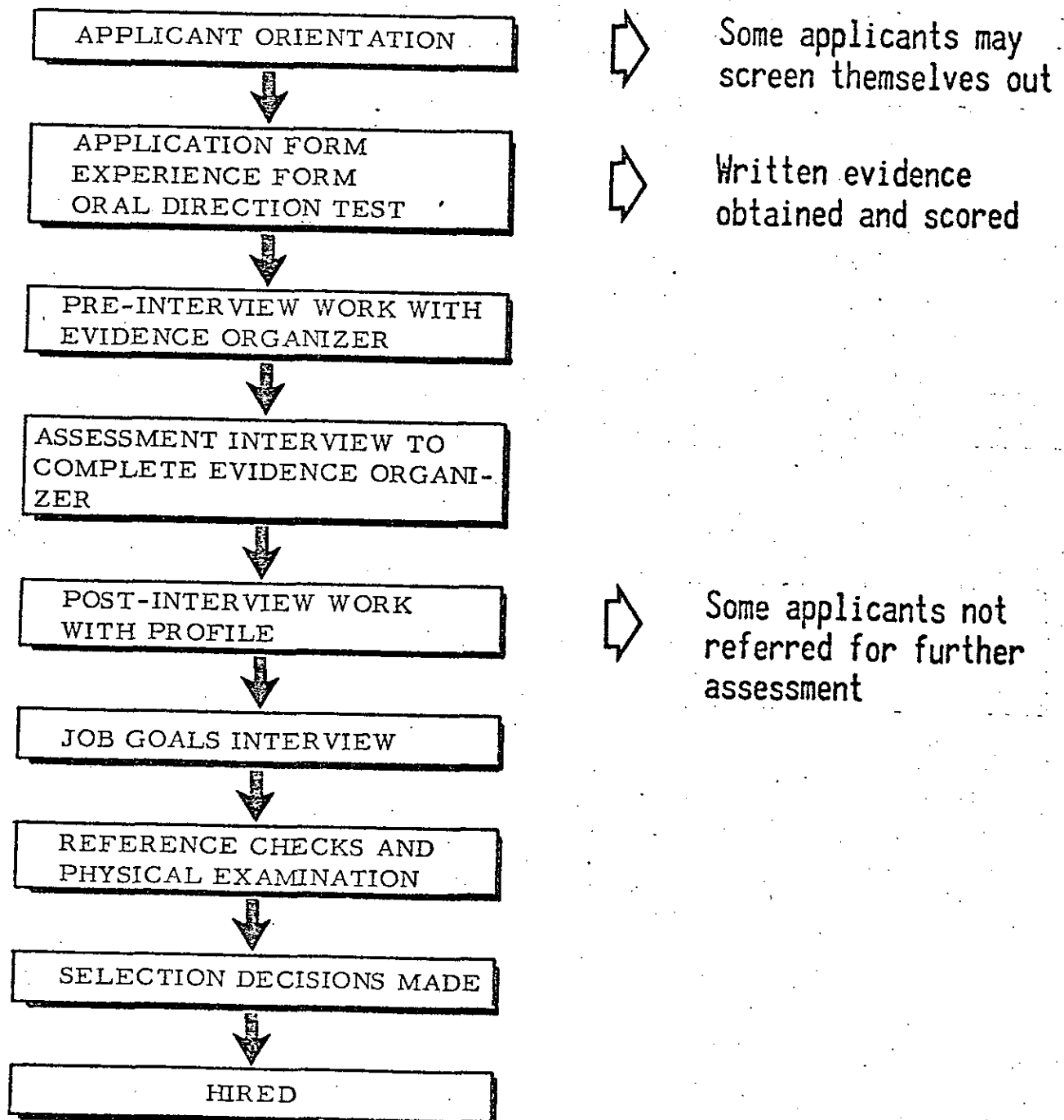
Personnel Director
City of Oakland

LOYD WEBB

Community Liaison
Douglas Aircraft Company
Long Beach, California

Commission on Peace Officer Standards and Training
POLICE STANDARDS DIVISION

OUTLINE OF ASSESSMENT PROCESS



12/73

2. Help increase the statewide average of minority personnel in California law enforcement agencies by developing and providing models and techniques for minority recruitment programs.
3. Establish an Information Center for management and law enforcement administrators which will provide consultative assistance and documents, and a mechanism for feedback from local levels.

Project Inception

In July 1972 the project commenced with the appointment of a consultant from the Police Standards Division, to the position of Project Coordinator.

A workplan was developed in three phases: first, to meet the short range objectives listed below; second, to develop the information and expertise needed to provide the implementation assistance required in the third phase.

Objectives

1. To accumulate demographical data pertaining to population characteristics and racial minority manpower in California.
 - a. Extent of minority personnel employed in law enforcement.
 - b. Estimates on the availability of minority candidates in conjunction with the rendering of direct administrative and technical services to local agencies.
2. To determine factors in the selection process that cause the greatest number of failures of minority candidates, and to evaluate remedial procedures to overcome those obstacles.
3. To develop cooperative education and training programs among law enforcement agencies, educational institutions and other groups, in an effort to enhance the success of minority recruitment.
4. To render consultative assistance in developing education and training curricula for minorities and the disadvantaged to fulfill program requirements not satisfied by existing education and training programs.

need pg 54

5. To develop seminars and provide manuals for the training and education of administrators, recruiting officers and other personnel engaged in minority recruitment programs.
6. To identify other methods and agencies which can help POST provide assistance to local law enforcement agencies in minority recruitment programs, and to provide such assistance when requested.

Budget Allocation and Expenditures

As the project developed, the staffing and expenditures of Project MORE budget allocation of \$85,000 during the fiscal year 1972/73 were as follows:

PERSONAL SERVICES

Salaries and Wages	\$32,482
Staff Benefits	<u>4,878</u>
	\$37,360

OPERATING EXPENSE AND EQUIPMENT

General Expense	\$ 2,078
Communications	1,550
Travel In-State	1,348
Facilities Expense	640
Contractual Services	36,449
Equipment	<u>1,853</u>
Total Operating Expense	\$43,918

TOTAL	\$81,278
-------	----------

During the first year, the project operated as a part of the Administration Division of the Commission on Peace Officer Standards and Training.

Because of increased demands upon the project, particularly in the area of the need for additional contractual services, the 1973/74 budget was augmented to a total of \$142,296.. Additionally, the project was reassigned to the Police Standards Division where, in terms of providing administrative services to local law enforcement agencies, it functions most naturally. It is anticipated that at the conclusion of the pilot status of Project MORE, the work therein will be merged operationally with the Police Standards Division.

Contractual Services

As it has been necessary to employ additional special consultants through the contractual services allocation for Project MORE, the following agencies, firms and universities have been contracted with or are being considered for services:

1. California State Personnel Board
2. Selection Consulting Center
3. Golden Gate University
4. Media Pacific Communications
5. National Conference of Christians and Jews
6. Marquette University - Center for Criminal Justice
Agency Organization and Minority Employment
Opportunities
7. Autonetics Personnel Department

By working with representatives of these varied agencies, firms and universities, it is anticipated that a model recruitment and selection program will be developed in the City of Santa Ana which will have adaptability to other jurisdictions throughout the state.

POST/State Personnel Board Selection Study

In 1972 the Congress of the United States extended the Federal Equal Employment Opportunity Act to cover the hiring of public employees such as police officers. Under the Act, police agencies are prohibited from using selection standards, qualifications, or other criteria which tend to exclude minority group members from employment unless the job relatedness of such standards, qualifications, or criteria can be demonstrated.

At the March, 1973 Commission meeting, it was stressed to the Commission that the selection standards now adopted by POST are being questioned and there is a need to have them reviewed and validated as soon as possible. Comment was made by those attending the Commission meeting that the Commission should fund the study as local agencies look to POST for leadership

in this area. It was also pointed out that local agencies subscribe to the POST standards and since they are being challenged that it would be appropriate for the Commission to fund a study to validate them.

The Commission on Peace Officer Standards and Training, at its June 1973 meeting, approved funding of the selection study. Budget totalling \$206,420.00.

Components of the Study

- A. Validation of POST's selection requirements - a review and evaluation of selection standards, such as educational level, physical requirements, and other potentially disqualifying personal history or background factors used by law enforcement agencies in California; a determination of whether these procedures and standards are job related; recommendation of what minimum standards of personal fitness and background should be applied by law enforcement agencies.
- B. Job analysis for promotional classes - preparation of a job analysis of Sergeant, Lieutenant, and Captain level positions in law enforcement agencies in California as a basis for the preparation of job-related promotional examinations.
- C. Entry-level oral interviews - an analysis of those job-related behaviors and characteristics which may be explored through personal interview; development of personal interview standards and techniques; preparation of a manual on employment interviewing of police officer candidates for distribution to local agencies.
- D. Model career ladders and job restructuring - a review of recruiting and job restructuring projects and programs to provide material on successful approaches to local jurisdictions; development of model job restructuring and career ladder plans.
- E. Identifying operational performance criteria - an analysis of methods and criteria utilized for assessing the performance and success of peace officers to serve as the basis for development of improved performance evaluation procedures and standards.
- F. Validation of a physical performance test - a study of job-related physical requirements which can be examined by athletic tests; development of an athletic examination which can be used by local law enforcement agencies.

Components A, E, and F will be completed by the Selection Consulting Center of the State Personnel Board. Component B and D will be the responsibility of the Cooperative Personnel Services unit of the State Personnel Board with guidance provided from the Career Opportunities Development section. Component C will be handled by the Test Construction and Validation unit who will also have input into Component E.

Products of the Study

Each component of the study is designed to provide a useful product for use by local law enforcement agencies.

Component A - valid selection standards.

Component B - completed job analysis for those functions above patrolman and below chief.

Component C - a manual available to agencies containing valid techniques and standards for the entry level interview.

Component D - a handbook available to local agencies containing several workable programs of job restructuring and model career ladders.

Component E - a report identifying those operational performance criteria utilized in the field of law enforcement dealing with the position of patrolman, and a valid job knowledge test.

Component F - a valid physical performance test.

Commission on Peace Officer Standards and Training
POLICE STANDARDS DIVISION

POST/State Personnel Board Selection Study

COMPONENT	RESPONSIBILITY	PRODUCT	BUDGET
A. Validation of POST's selection requirements	Selection Consulting Center	Valid selection requirements	\$ 55,258
B. Job analysis for promotional classes	Cooperative Personnel Services	Job analysis by function and size of jurisdiction	35,767
C. Entry-level oral interviews	Test Construction and Validation	Manual - valid Techniques and Standards	18,636
D. Model career ladders and job restructuring	Cooperative Personnel Services and Career Opportunities Development	Handbook - examples of useful programs for implementation	31,820
E. Identifying operational performance criteria	Selection Consulting Center and Test Construction and Validation	Job Knowledge Test and identification of performance criteria for patrolman	55,000
F. Validation of a physical performance test	Selection Consulting Center	Valid physical performance test	9,939

12/73

Project Budget

Salaries and Staff Benefits

Supervision	\$ 15,782
Technical Staff Work	120,551
Clerical Support	<u>19,779</u>
Total	\$156,112

Operating Expense

Travel and Per Diem	\$ 20,000
Data Processing Services	10,150
Office Supplies and	<u>20,158</u>
Miscellaneous	
Total	\$ 50,308

Grand Total

\$206,420

Cost of Individual Components

A - \$55,258	- Validation of P.O.S.T. Standards
B - 35,767	- Job Analysis for Promotional Examinations
C - 18,636	- Oral Interview Standards
D - 31,820	- Model Career Ladders
E - 55,000	- Development of Performance Criteria
F - 9,939	- <u>Physical Agility Test Validation</u>

\$206,420

Future Divisional Plans

1. Personnel Standards function

- a. Continue standards compliance inspections with at least same level of inspections of local agencies receiving reimbursement, and with increased emphasis upon compliance inspections of specialized agencies participating in Specialized Law Enforcement Certification Program (especially the police departments of the University of California and of the California State University and Colleges).
- b. Implement the results of the POST/SPB Selection Study (standards validation study).

2. Administrative Counseling function

- a. Increased emphasis and effort on implementation of recommendations; less emphasis on producing survey "books" and more on successful change to improve law enforcement agencies.
- b. More specialized or limited surveys to meet special or unique needs of individual agencies.

3. Project MORE

Implement minority recruitment and selection models which prove successfully effective.

Commission on Peace Officer Standards and Training

TECHNICAL SERVICES DIVISION
ORGANIZATION, PURPOSE AND PROGRAMS

December 1973

Establishment of Technical Services Division

The Technical Services Division was established as the research arm of POST. The function was originally authorized at the December 9, 1971 Commission Meeting as the Bureau of Research Services. In the reorganization of POST, as authorized by the Commission at its March 24, 1972 meeting, the name was changed to Technical Services Division.

The division is organized to provide management research directed toward the development and implementation of improved organization, administration, operations and personnel practices for local law enforcement agencies and POST.

Division Goals

The overall goals of the Technical Services Division are in concert with the Commission's objectives of raising the competence of local law enforcement and providing services as authorized.

The specific goals of the Technical Services Division are to:

1. improve the management capabilities of local law enforcement personnel for increased effectiveness in the prevention and control of crime and the provision of services to their communities; and
2. provide technical assistance to other POST divisions to increase the effectiveness of POST in accomplishing its overall goals.

Technical Services Division (cont.)

Authority

The authority to carry out the responsibilities of the division are principally authorized in sections 13503 and 13513 of the Penal Code.

Section 13503 empowers the Commission to fulfill its duties and responsibilities by developing and implementing programs to increase the effectiveness of law enforcement. Section 13513 authorizes the Commission to provide counseling services to local jurisdictions for the improvement of law enforcement administration and management.

Divisional Programs

The Technical Services Division is organized to provide three major programs:

1. management services for the POST organization,
2. management services for California police organizations (through the Center for Police Management), and
3. a resource library.

Personnel

The division presently consists of 14 personnel, 7 of whom are funded under the Center for Police Management grant.

Center for Police Management Program

The concept of the Center for Police Management was authorized and approved by the Commission at their September 14-15, 1972 meeting. The "Center" is funded by the California Council on Criminal Justice in the amount of \$123,770.

Technical Services Division (cont.)

"Center" Goal

The goal of the "Center" is to improve management effectiveness of local law enforcement agencies and thereby to assist in the reduction of crime and in dealing with other responsibilities which they have been assigned.

Program Need

The need to develop a program to provide more extensive and greater in-depth study and research has long been identified by major California police associations, administrators and organizations. Among the California law enforcement agencies, there is a growing appreciation of the need for assistance in improving the quality of the management function. This is evidenced in some measure by the increasing number of police administrators who are seeking to upgrade their organization through POST training and management counseling.

Only a limited number of departments have been assisted through the management counseling process. Therefore, the "Center" grant was developed specifically to provide more immediate answers to a variety of management problems facing a large number of police agencies.

"Center" Objectives

The three main objectives of the Center for Police Management are:

1. to establish and staff a Center for Police Management for the purpose of improving the quality of management in local law enforcement agencies;
2. through research provide solutions to major management problems identified within local law enforcement agencies; and

Technical Services Division (cont.)

3. to develop a more effective and simplified system of management evaluation for local law enforcement agencies.

The first objective has been accomplished and the "Center" has been fully staffed since July of this year. However, the other objectives may require years of effort to culminate in full success. The goal of the program will be reached when the separately enumerated activities are matured and are, in fact, on-going programs in police organizations accomplishing the purposes for which they were intended.

Research Studies

Through the implementation of the Center for Police Management, the Technical Services Division is now conducting research directed toward problems encountered in local law enforcement.

Priorities for study have been determined from the results of a questionnaire sent to all law enforcement agencies in the state, to other criminal justice agencies, both within the state and nationally, and from POST staff input.

Examples of projects presently under way include: the POST-PAR evaluation system, a study of uses of law enforcement data, and a system of directives for law enforcement.

POST-PAR

The Peace Officer Standards and Training - Police Administrative Review (POST-PAR) evaluation system specifically addresses itself to the third objective of the Center for Police Management program. POST-PAR is an

Technical Services Division (cont.)

acronym intended to identify a program of management evaluation for local law enforcement agencies. The program is geared to assist a local agency to evaluate the quality and effectiveness of its various functions through the development of acceptable fundamental standards of performance. The evaluation will be shown on a chart which will provide a profile depicting the specific strengths and weaknesses identified within the various functions of the organization. In this way, deficiencies may be easily identified and appropriate, remedial action taken.

"Center" Program Benefits

The benefits of the "Center" program are two-fold:

1. the establishment of higher standards of performance within the operations and management of law enforcement agencies, and
2. the development of standard management systems available for inclusion with the survey produced by the management counseling function, thus limiting the amount of time necessary to develop the survey and allowing more time to be devoted to the implementation process.

Effectiveness Measures

The overall success of the "Center's" function must be measured by its individual projects. The effectiveness measures of these projects are quantifiable to a degree. For example, POST-PAR, when completed, should significantly reduce the time necessary to conduct a management survey.

Completion of other projects should also reduce the time necessary to

Technical Services Division (cont.)

complete a comprehensive survey because much of the required staff study will be completed, and, in most instances, separately published for reference purposes. This effectiveness quotient is valid for each project developed and a positive dollar savings in personnel time can be shown for those agencies utilizing the procedures developed.

Internal Support Program

The Technical Services Division also provides internal support, research, and graphic arts assistance. The cost for this function is approximately \$83,059 and does not include administrative cost (Division Director and Senior Stenographer) of \$40,109.

Program Objective

The objective of the internal support program is to increase the effectiveness of the POST organization by coordinating internal programs and developing divisional procedures.

Two consultants are assigned to provide internal support services. This limited staff is primarily concerned with the development of general research projects, internal technical projects, and the publication of POST Scripts.

Publications Management Function

The present internal program is not sufficiently staffed to provide all the services necessary to the POST operation. A backlog of work projects has accumulated which cannot be accomplished within a useful time frame with the present staff. A majority of the backlogged projects entails the preparation and coordination of POST directives. Therefore, there is

Technical Services Division (cont.)

an urgent need within the POST organization to develop and staff a publication management office as part of the internal support operations.

This function is justified by the growth of the POST organization and the additional responsibilities which have been placed upon it by the legislature.

The Publications Management Office would develop and maintain, on a continuing basis, the necessary procedures, systems and manuals for the efficient operation of the POST internal and field programs. Staffing for this office has been requested in the 1974/75 budget. A recent Department of Finance report indicates the the cost of this program, as recommended, would be approximately \$58,213.

The Technical Services Division staff has developed a system which provides for the development and continuing maintenance of a publications program which would insure more efficient POST operations. It would be located in the Technical Services Division and be responsible for the development of a directives management system which will assist all other divisions and POST clientele by providing a more effective medium for the issuance of policy and procedure.

The program would include the production of field manuals on such subjects as certification and reimbursement procedures, management counseling services, and other programs provided by POST. The field manuals would benefit both law enforcement agencies and POST. For example, with clear procedural steps to follow, law enforcement agencies could reduce the time expended on the preparation and submittal of requests for certifications

Technical Services Division (cont.)

and reimbursements. Likewise, POST personnel processing time would be reduced because requests would be received in proper order. In addition, the working relationship between law enforcement and POST would be enhanced.

Library Program

The objectives of the library program are to provide vital information regarding all aspects of law enforcement and serve as an up-to-date resource center.

The library, which is being upgraded and expanded, is under the direction of a full-time librarian with assistance from a library technician. The 1973/74 budget year operating costs for this function are approximately \$32,092.

The POST library provides ready access to books, documents and other publications to the POST staff and local law enforcement personnel. In addition, the library serves other elements in the criminal justice system.

These research needs are diverse in nature and require comprehensive collections in the criminal justice field. Furthermore, the rapid expansion in knowledge requires a continually, broadening coverage as new procedures emerge.

Resource Center

In order to extend the use and content of the POST library facility, it has been designated as a resource center for the National Association of Directors of Law Enforcement Training (NASDLET) and to serve as a repository for information developed in the 44 states having similar POST operations.

Technical Services Division (cont.)

Technical Services Division Productivity Indicators

The Technical Services Division provides four major areas of productivity or output indicators: Technical Research Projects/Publications; General Research Projects; Graphic Arts Projects; and Library Research Projects.

Technical Research Projects are major research studies, intended for either internal or external use, and generally culminate in the publication of a procedural document. Completion time for technical research projects ranges from one month to one year with an average of approximately three months per project.

Internal studies are assigned to the Technical Services Division by the Executive Director upon request of the Commission, the Executive Office, or other POST divisions. Often, POST policies are derived from the results of these internal studies.

External studies are those primarily associated with the Center for Police Management and intended for use by local law enforcement agencies and are generated by requests from the field for study of specific problem areas. These studies result in the formation of POST-approved management procedures which are distributed to local law enforcement agencies.

Examples of major research studies underway include the development of a standardized system of directives for POST and the development of a system of directives with general application for law enforcement.

General Research Projects are varied and include studies relating to directive preparation and short-term analytical problems. The length of

Technical Services Division (cont.)

time taken on these projects ranges from one to ten days with an average of approximately five days per study.

General Research Studies are the result of field and/or POST request for policy, procedure or acceptable methods of operation for management problems. General research studies are limited in scope and do not include the in-depth research given to the technical research studies.

Examples of these programs include the development of individual directives for POST, procedures on the revocation of POST certificates, the development of short-range studies regarding hand gun specifications, etc.

Graphic Arts Projects relate to the development of POST internal forms, diagrams, instructional material, and visual aids. This section is also responsible for external forms and graphic preparations which are incorporated into the POST management surveys. Other informational materials published by POST provide local law enforcement agencies with forms and graphic material necessary to complete POST regulated programs related to certification and reimbursement.

Library Research Projects include research assistance provided by the POST librarian to assist consultants and law enforcement agencies in the development of specific projects. Research time for these programs is generally one to five days. Approximately one project per week is completed by the library staff.

Future Divisional Plans

In conjunction with the Center for Police Management grant, the California Council on Criminal Justice requested POST to study the development of a

Technical Services Division (cont.)

crime prevention program. With the cooperation of the Council and the aid of the Attorney General's Crime Prevention Unit, Technical Services Division has developed a grant to specifically address the crime prevention problem in California. The sum of \$94,970 in federal funds has been tentatively approved by the Council for this program.

Purpose

The purpose of this grant is three-fold:

1. to develop and implement a training institute for law enforcement officers having primary crime prevention responsibility;
2. to develop crime prevention curricula to be integrated into the Basic, Middle Management, and Executive Development courses certified by the Commission; and
3. to establish a centralized repository for crime prevention information.

Advisory Groups

If the project is to be successful, it should involve chiefs and sheriffs who have been active in the crime prevention field, especially as it relates to implementing programs in law enforcement agencies. Therefore, meetings will be held with the selected law enforcement officials to develop this area of the project.

Secondly, an advisory group composed of a broad segment of the criminal justice community will be established. This group will assist staff in the formation of curricula for the training institutes and in the

Technical Services Division (cont.)

selection of materials to be included in the centralized repository. Also, this group will provide advice in the selection of instructors and be responsible for the final evaluation of the project.

Work Schedule

A preliminary work schedule has been developed. Staffing for the crime prevention project will consist of three contract personnel hired for a period of one year, a project supervisor, assistant project supervisor and senior clerk typist. It is estimated that the project will begin about the first of the year.

Crime Prevention Literature

Funds have been included in the grant for the purchase of current publications, books, and periodicals for inclusion in the POST library which will be utilized as the resource center for crime prevention information. Programs which are developed by POST staff will be available in the POST library and through POST for distribution to law enforcement agencies upon request.

TECHNICAL SERVICES DIVISION

RESEARCH ARM OF POST

PROVIDING MANAGEMENT RESEARCH

TO IMPROVE:

ORGANIZATION

ADMINISTRATION

OPERATIONS

PERSONNEL PRACTICES

LOCAL LAW ENFORCEMENT AND POST

OVERALL TECHNICAL SERVICES DIVISION GOALS
IN CONCERT WITH COMMISSION OBJECTIVES

SPECIFIC GOALS

IMPROVE THE MANAGEMENT CAPABILITIES OF LOCAL LAW
ENFORCEMENT PERSONNEL FOR INCREASED EFFECTIVENESS
IN THE PREVENTION AND CONTROL OF CRIME AND THE
PROVISION OF SERVICES TO THEIR COMMUNITIES; AND

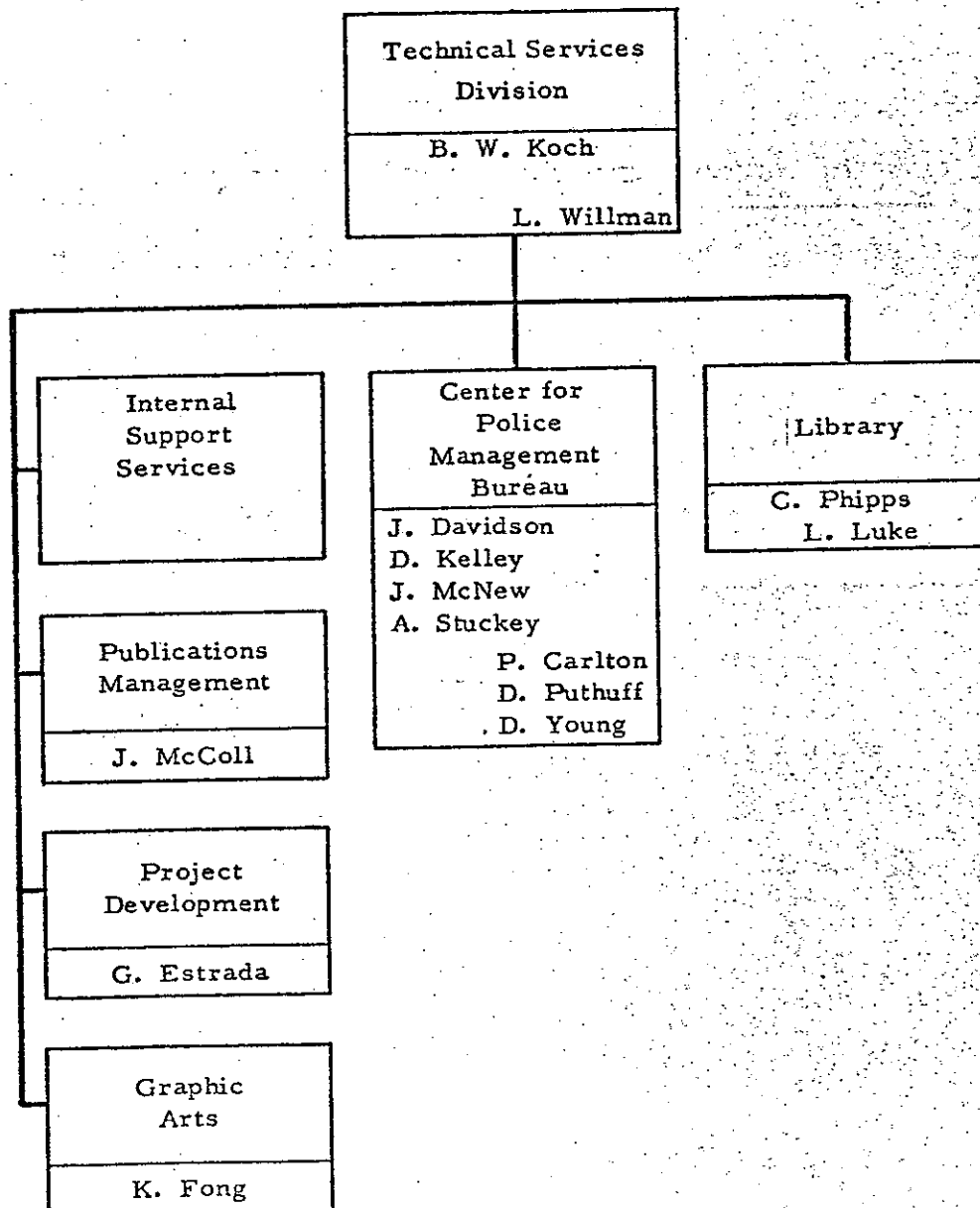
PROVIDE TECHNICAL ASSISTANCE TO OTHER POST DIVI-
SIONS TO INCREASE THE EFFECTIVENESS OF POST IN
ACCOMPLISHING ITS OVERALL GOALS.

AUTHORITY

SECTION 13503 - EMPOWERS THE COMMISSION TO FULFILL ITS DUTIES AND RESPONSIBILITIES BY DEVELOPING AND IMPROVING PROGRAMS TO INCREASE THE EFFECTIVENESS OF LAW ENFORCEMENT.

SECTION 13513 - AUTHORIZES THE COMMISSION TO PROVIDE COUNSELING SERVICES TO LOCAL JURISDICTIONS FOR THE IMPROVEMENT OF LAW ENFORCEMENT ADMINISTRATION AND MANAGEMENT.

TECHNICAL SERVICES DIVISION



CENTER FOR POLICE MANAGEMENT PROGRAM

CONCEPT

AUTHORIZED BY COMMISSION
SEPTEMBER 14, 1972

GOAL

IMPROVE MANAGEMENT EFFECTIVENESS OF LOCAL LAW
ENFORCEMENT AGENCIES AND THEREBY ASSIST IN THE
REDUCTION OF CRIME

NEED

LONG RECOGNIZED BY LAW ENFORCEMENT
WILL PROVIDE MORE IMMEDIATE ANSWERS TO
MANAGEMENT PROBLEMS

CENTER FOR POLICE MANAGEMENT

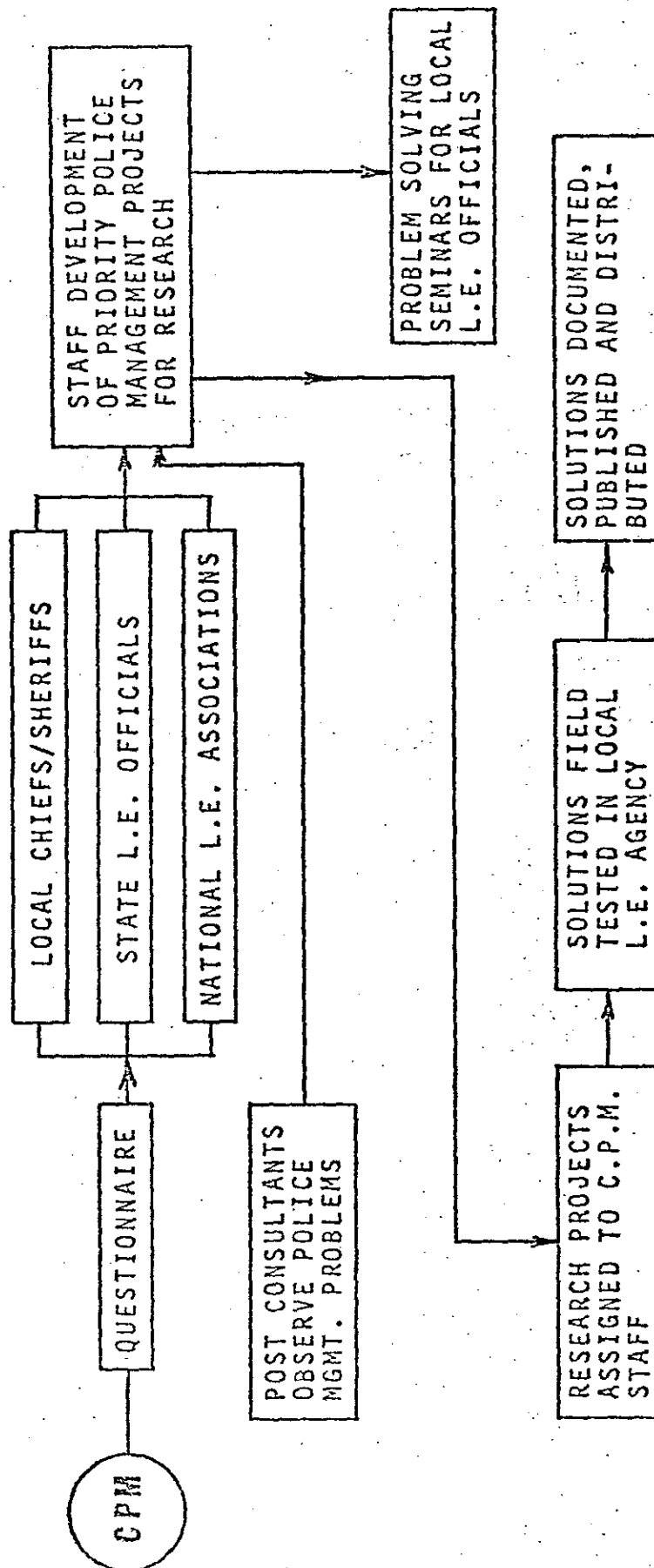
OBJECTIVES

ESTABLISH AND STAFF A CENTER FOR POLICE MANAGEMENT FOR THE PURPOSE OF IMPROVING THE QUALITY OF MANAGEMENT IN LOCAL LAW ENFORCEMENT AGENCIES;

THROUGH RESEARCH, PROVIDE SOLUTIONS TO MAJOR MANAGEMENT PROBLEMS IDENTIFIED WITHIN LOCAL LAW ENFORCEMENT AGENCIES; and

DEVELOP A MORE EFFECTIVE AND SIMPLIFIED SYSTEM OF MANAGEMENT EVALUATION FOR LOCAL LAW ENFORCEMENT.

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING Technical Services Division



FLOW CHART DEPICTING POLICE MANAGEMENT PROBLEMS SOLVING
BY THE CENTER FOR POLICE MANAGEMENT

8

EXAMPLE OF PROJECTS UNDERWAY

THE POST-PAR EVALUATION SYSTEM

A STUDY OF USES OF LAW ENFORCEMENT DATA

A SYSTEM OF DIRECTIVES FOR LAW ENFORCEMENT

WHAT IS POST-PAR?

9

BENEFITS OF THE CENTER PROGRAM

THE ESTABLISHMENT OF HIGHER STANDARDS OF PERFORMANCE WITHIN THE OPERATIONS AND MANAGEMENT OF LAW ENFORCEMENT AGENCIES

THE DEVELOPMENT OF STANDARD MANAGEMENT SYSTEMS AVAILABLE FOR INCLUSION WITH THE SURVEY PRODUCED BY THE MANAGEMENT COUNSELING FUNCTION, THUS LIMITING THE AMOUNT OF TIME NECESSARY TO DEVELOP THE SURVEY AND ALLOWING MORE TIME TO BE DEVOTED TO THE IMPLEMENTATION PROCESS

PROGRAM SUCCESS
MEASURED IN ITS INDIVIDUAL
PROJECTS

TECHNICAL SERVICES DIVISION

INTERNAL SUPPORT PROGRAM

RESEARCH-PUBLICATIONS MANAGEMENT

GRAPHIC ARTS ASSISTANCE

OBJECTIVE OF THE INTERNAL SUPPORT PROGRAM

INCREASE THE EFFECTIVENESS OF THE POST ORGANIZATION
BY COORDINATING INTERNAL PROGRAMS AND DEVELOPING
DIVISIONAL PROCEDURES

PRESENT PERSONNEL

INTERNAL SUPPORT PROGRAM

PRESENT PROGRAM NOT SUFFICIENTLY STAFFED TO PROVIDE
ALL SERVICES NECESSARY TO POST OPERATIONS

MAJORITY OF THE BACKLOGGED PROJECTS ENTAILS THE
PREPARATION AND COORDINATION OF POST DIRECTIVES

URGENT NEED TO DEVELOP AND STAFF PUBLICATION MANAGE-
MENT OFFICE

STAFFING FOR THIS OFFICE HAS BEEN REQUESTED IN 1974/75
BUDGET

PUBLICATIONS MANAGEMENT OFFICE

RESPONSIBLE FOR THE DEVELOPMENT OF A DIRECTIVES
MANAGEMENT SYSTEM WHICH WILL ASSIST ALL OTHER
DIVISIONS AND POST CLIENTELE BY PROVIDING A MORE
EFFECTIVE MEDIUM FOR THE ISSUANCE OF POLICY AND
PROCEDURE

WOULD INCLUDE THE PRODUCTION OF FIELD MANUALS ON:

CERTIFICATION

REIMBURSEMENT

MANAGEMENT COUNSELING SERVICES

AND OTHER POST PROGRAMS

POST LIBRARY PROGRAM

PROVIDES READY ACCESS TO BOOKS, DOCUMENTS AND OTHER PUBLICATIONS TO THE POST STAFF AND LOCAL LAW ENFORCEMENT PERSONNEL

SERVES OTHER ELEMENTS IN THE CRIMINAL JUSTICE SYSTEM

RESOURCE CENTER FOR THE NATIONAL ASSOCIATION OF DIRECTORS OF LAW ENFORCEMENT TRAINING (NASDLET)

OBJECTIVES

TO PROVIDE VITAL INFORMATION REGARDING ALL ASPECTS OF LAW ENFORCEMENT AND SERVE AS AN UP-TO-DATE RESOURCE CENTER

MAJOR AREAS OF PRODUCTIVITY

TECHNICAL RESEARCH PROJECTS/PUBLICATIONS

INTERNAL

EXTERNAL

GENERAL RESEARCH PROJECTS

GRAPHIC ARTS PROJECTS

LIBRARY RESEARCH PROJECTS

TECHNICAL SERVICES DIVISION

FUTURE PLANS

CRIME PREVENTION GRANT

NEED

PURPOSE

1. TO DEVELOP AND IMPLEMENT A TRAINING INSTITUTE FOR LAW ENFORCEMENT OFFICERS HAVING PRIMARY CRIME PREVENTION RESPONSIBILITIES
2. TO DEVELOP CRIME PREVENTION CURRICULA TO BE INTEGRATED INTO THE BASIC, MIDDLE MANAGEMENT AND EXECUTIVE DEVELOPMENT COURSES CERTIFIED BY THE COMMISSION
3. TO ESTABLISH A CENTRALIZED REPOSITORY FOR CRIME PREVENTION INFORMATION

CRIME PREVENTION PROJECT

COST

STAFFING

ADVISORY GROUPS

LIBRARY RESOURCE CENTER

WORK SCHEDULE

GRANT APPROVAL	December 15, 1973
CONTRACT SIGNED	January 7, 1974
START PROJECT	January 7, 1974
HIRE STAFF	January 7-21, 1974
REVIEW EXISTING PROGRAMS	February 1, 1974 - April 15, 1974
DETERMINATION OF SPECIFIC CRIME PREVENTION TRAINING NEEDS	February 1, 1974 April 15, 1974
REVIEW OF EXISTING TRAINING PROGRAMS	April 15, 1974 - June 15, 1974
DEVELOPMENT OF SPECIALIZED CRIME PREVENTION SCHOOL	June 15, 1974 - September 15, 1974
DEVELOPMENT OF PRE-SERVICE AND IN-SERVICE TRAINING	Ongoing throughout grant year
OPERATION OF SPECIALIZED CRIME PREVENTION SCHOOL	October 1, 1974 - November 1, 1974
DEVELOPMENT OF CENTRALIZED REPOSITORY	Ongoing throughout grant year
EVALUATION	December 1, 1974 - January 7, 1975

Memorandum

To : All Commissioners

Date : December 4, 1973

From : Technical Services Division
Commission on Peace Officer Standards and Training

Subject: CRIME PREVENTION TRAINING PROGRAM GRANT

At the March 15-16, 1973 meeting, the Commission acted as follows on the Crime Prevention Training Program Grant:

Motion by Commissioner Fabbri, seconded by Commissioner Younger, motion carried that staff proceed with preparation of a proposal to develop curricula for various levels of law enforcement personnel in crime prevention techniques. Commissioner Fabbri stipulated that it be a coordinated effort with the Attorney General's Crime Prevention Unit.

The above action met the CCCJ requirements for Commission authorization to proceed with the grant. However, since the March, 1973 meeting, new regulations have been initiated, and it is necessary to obtain Commission approval of the grant in the form of a resolution. Therefore, we are requesting your approval of the attached resolution concerning the crime prevention grant.

Bradley W. Koch
BRADLEY W. KOCH
Director
Technical Services Division

Attachment

RESOLUTION OF THE COMMISSION ON
PEACE OFFICER STANDARDS AND TRAINING

WHEREAS the Commission on Peace Officer Standards and Training desires to undertake a certain project designated Crime Prevention Training Program to be funded in part from funds made available through the Omnibus Crime Control and Safe Streets Act of 1968, PL 90-355, as amended, PL 91-644, (hereafter referred to as the Safe Streets Act) administered by the California Council on Criminal Justice (hereafter referred to as CCCJ).

NOW, THEREFORE, BE IT RESOLVED that the Executive Director of the Commission on Peace Officer Standards and Training was authorized, on its behalf, to submit the attached Application for Grant for Law Enforcement Purposes to CCCJ and is authorized to execute on behalf of the Commission on Peace Officer Standards and Training the attached Grant Award Contract for law enforcement purposes including any extensions or amendments thereof.

BE IT FURTHER RESOLVED that the applicant agrees to provide all matching funds required for said project (including any extension or amendment thereof) under the Safe Streets Act and the rules and regulations of CCCJ and the Law Enforcement Assistance Administration and that cash will be appropriated as required thereby.

BE IT FURTHER RESOLVED that grant funds received hereunder shall not be used to supplant ongoing law enforcement expenditures.

Memorandum

To : Gene S. Muehleisen
Executive Director

Date : November 30, 1973

From : Director, Police Standards Division
Commission on Peace Officer Standards and Training

Subject: ASSIGNMENT OF POST CONSULTANT AS INTERIM POLICE CHIEF

On Monday, November 26, 1973, a meeting was held in the City of Folsom. Attending the meeting were POST staff members, Folsom City Councilmen, Folsom City Administrator and Folsom City Attorney. POST staff members at the meeting were Glen Fine and Kenneth Sherrill, Bureau Chiefs; and Richard Baratta, Consultant, Police Standards Division.

As a result of that meeting, Folsom city officials have informally requested management counseling assistance from POST. The assistance requested includes the assignment by POST of Consultant Richard Baratta to serve as Interim Chief of Police for the City of Folsom. It is expected that such assignment, if approved, would be for a period of three months.

We have in the past discussed the feasibility of providing a management survey for a police department by assigning a consultant as Interim Chief. The proposed arrangement with the City of Folsom provides an ideal opportunity to experiment.

Staff members have explored all aspects of this type of arrangement. There are no apparent legal, ethical, or political constraints. The proposal has been discussed with attorneys representing the State Personnel Board, Attorney General's Office, and the City of Folsom.

If approval is granted to proceed, prior to assignment of the consultant as Interim Chief, a formal written agreement will be signed. The agreement will include the following provisions.

Grant of appropriate authority to the Interim Chief;

Insurance coverage for the consultant and the State provided by the city;

A "hold harmless" clause to protect the State from any liability.

Gene S. Muehleisen
November 30, 1973
Page 2

Prior to final agreement, the written agreement will be reviewed by an attorney in the Attorney General's Office.

Folsom city officials have been advised that due to the unique arrangement proposed, prior knowledge by the POST Commission would likely be required. These officials are now awaiting further word from our staff as to whether and when we may proceed.

The department is now without a Chief of Police and prompt action is essential. Approval to finalize an agreement with the City of Folsom is therefore requested as soon as possible.

Carl

CARL R. BAIL

*B.R.
6.2.*

COMMISSION ON POST
APR 5 2 05 PM '85